



# THE APPROVED 2017 BUDGET

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THE CITY OF FARGO, NORTH DAKOTA  
- SEPTEMBER 26, 2016 -

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THE CITY OF  
**Fargo**  
FAR MORE



**CITY OF FARGO, NORTH DAKOTA  
2017 PRELIMINARY BUDGET  
TABLE OF CONTENTS**

**Introductory Section**

Mayor's Budget Message.....	1
Fargo Mayor and Commissioners .....	4
Listing of Principal Officials .....	5
City of Fargo Organization Chart .....	6
City of Fargo Budget Development Process .....	7
City of Fargo Budgeted Funds Structure.....	8
Consolidated Budget Summary - All Budgeted Funds .....	9
Consolidated Budget Summary - Three Year Summary of All Budgeted Funds.....	10
Major Revenue Sources - Review and Discussion .....	12
Fund Balance Reporting .....	20
Schedule of Changes in Governmental Fund Balances.....	21

**General Fund**

**Summary Budget Data**

General Fund Fiscal Trends and Comments.....	22
General Fund Budget Summary (NDCC 40-40 Format) .....	23
General Fund Revenue Pie Chart by Source.....	24
General Fund Revenue Analysis by Source .....	25
General Fund Resource Trends Last Five Years .....	26
General Fund Expenditure Pie Chart by Function.....	27
General Fund Expenditure Analysis by Cost Category .....	28
General Fund Expenditure History Last Five Years .....	29
General Fund Mid-Year Budget Adjustment Recommendations.....	30
General Fund Budget Accuracy - Revenues for Last Ten Years .....	31

**Departmental Data and Budget History**

City Administrator .....	32
Human Resources .....	34
Information Services .....	36
Public Information .....	38
City Attorney .....	40
City Prosecution .....	42
Baseball Stadium .....	44
City Auditor .....	46
Municipal Court .....	48
Incarceration .....	50
City Assessor .....	52
General Support.....	54
Buildings & Grounds .....	56
Planning and Development .....	58
Inspections.....	60
Transit (all Divisions).....	62
Engineering Department .....	70
Traffic Engineering .....	74
Street Department.....	76
Central Garage .....	78
Fire Department .....	80
Police Department .....	83
Fargo Cass Public Health .....	85
Fargo Public Library.....	87
City Commission .....	90
Fargo Civic Center .....	92
Social Service Allocation.....	94
Capital Outlay .....	96
Vehicle Replacement .....	98
Unallocated .....	100
Transfers to Other Funds .....	101

## TABLE OF CONTENTS, CONTINUED

### Special Revenue Funds

Special Revenue Funds Fiscal Trends and Comments .....	103
Special Revenue Funds Summary .....	104
Special Revenue Mid-Year Budget Adjustment Recommendations .....	105
FM Convention and Visitors Bureau Operating Budget .....	106
FM Convention and Visitors Bureau Capital Budget .....	111

### Debt Service and Capital Projects Funds

Debt Service Funds Fiscal Trends and Budget Comments .....	112
Debt Service Funds Summary of Source and Uses of Funds .....	113
Refunding Improvement Bonds.....	114
Sales Tax Revenue Bonds.....	115
Other Governmental Debt .....	116
Tax Increment Financing District Obligations.....	117
Debt Service Funds Mid-Year Budget Adjustment Recommendations .....	118
Capital Project Funds Fiscal Trends and Budget Comments.....	119

### Proprietary Funds

#### Summary Budget Data

Proprietary Funds Fiscal Trends and Budget Comments .....	120
Proprietary Funds Revenue Analysis.....	121
Proprietary Funds Expenditure Analysis by Fund .....	122
Proprietary Funds Expense Analysis by Cost Category.....	123
Municipal Airport Authority Budget.....	124

#### Departmental Data and Budget History

Water Treatment.....	125
Water Mains & Hydrants .....	127
Water Meters .....	129
Utility Billing Services .....	131
Water Operating.....	133
Water Revenue Bond.....	134
Wastewater Treatment.....	136
Southeast Cass Sewer .....	139
Storm Sewer .....	141
Vector Control.....	144
Street Lighting.....	146
Solid Waste.....	148
Forestry.....	150
Fargo Airport Authority .....	152
FARGODOME .....	154

### Pension Trust Funds

Pension Trust Funds Fiscal Trends and Budget Comments .....	158
Pension Trust Fund Revenues.....	159
Pension Trust Fund Expenditures .....	160

### Statistical Section

Statistical Section Fiscal Trends and Budget Comments.....	161
Population Trends.....	162
Demographic Data .....	163
Building Permit History.....	164
Property Tax Valuation Trends .....	165
Major Employers .....	166
General Fund Balance History .....	167
Sales Tax Revenue Trends.....	168
State Intergovernmental Revenue History .....	169

## TABLE OF CONTENTS, CONTINUED

### Capital Outlay Requests

Capital Outlay Requests/Funding Listing .....	170
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### Personnel Requests

Personnel Requests/Funding Recommendations .....	174
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### General Fund Operating Requests

Operating Requests .....	175
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## **THE OFFICE OF MAYOR TIMOTHY J. MAHONEY**

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Members of the Fargo community and Fargo City Commissioners,

The City of Fargo's 2017 Preliminary Budget is being presented for your review and consideration. I would like to express my appreciation to the Department Heads, Division Heads, Commissioners and the Budget Team for their excellent work in arriving at a budget plan that will work for Fargo.

### **INTRODUCTION**

A plethora of ideas, recommendations and conversations occurred during dozens of meetings to create the document before you today. With the help of the Commissioners, the Budget Team feels the 2017 Preliminary Budget addresses the needs of a city transitioning into one of the Midwest's most vibrant urban areas.

It goes without saying that we were impacted by the recent challenges surrounding the State of North Dakota's budget. We were required to make many difficult choices and, in addition, will be utilizing a portion of our fund balances in 2017 for the overall budget. However, Fargo remains well positioned to continue providing its citizens with excellent services while being mindful of the tax burdens placed on all of us. This proposed budget continues the precedent set forth by former Mayors Furness and Walaker in producing fiscally conservative plans.

### **WEIGHING THE NEEDS OF A GROWING CITY**

With public safety at the forefront of the national narrative, the requirement to support the mission of our police officers and firefighters is vital. To address rising crime in the region, we understand the need to hire additional officers charged with keeping our community safe. With the remodel of the downtown fire station, we will have a functional, efficient and improved facility for our hub of operations. We now need to turn our next thoughts to expanding our police headquarters.

The health of our community is extremely important. The issue of opioid overdoses has devastated our community with the loss of many of our own citizens. Fargo Cass Public Health will be working extensively on the issue in 2017, with a sufficient workforce to aid in this mission. We are striving to be a heart safe community to address cardiac issues and, to that goal, I'd like to see every person learn how to perform cardiopulmonary resuscitation (CPR). Coupled with automated external defibrillators (AED), we should strive to be able to assist anyone experiencing a cardiac event within our community.

Street improvements and infrastructure needs continue to grow as our city expands. Innovations at the landfill will allow for the conversion of landfill gas into natural gas, offering us the ability to

become more self-sufficient. Investing in water and wastewater facilities brings the potential of becoming a regional supplier of these vital services; this is truly a win-win for all communities involved. With all the infrastructure upgrades occurring in the community, our Engineering and Planning Departments are working to meet the demands of the homebuilders, developers and citizens. Whether a project is large or small, we need to be responsive to all of the work taking place throughout the city. At the same time, we need to move full speed ahead on the in-town flood protection projects and the Fargo-Moorhead Diversion.

As our community continues to grow and expand, so too does the need for transportation. It is incredible to see the number of bikes and buses on our city's roads as the usage of alternative transportation becomes widespread. It's time to think about the transit system we want to offer our citizens, knowing that people need ample options to reach employment, education and residential areas. At the same time, we are looking into the need for additional parking structures to address an increased number of residents and businesses in the downtown core. Fargo is booming with many large projects occurring, most notably the completion of the Sanford Health complex in 2017.

With over 5,000 job openings in our community, we need to train a workforce capable of meeting the demands of area employers. Entering into the equation are the requirements of affordable housing, neighborhood infill and a robust growth plan. We need to find the right mix of incentives to continue our growth with opportunities capable of offering livable wages for our citizens. Also, we need to attract and retain an excellent workforce for the City of Fargo; the quality of the services we provide is directly attributable to the caliber and knowledge of our staff members.

#### **PRIORITY AREAS IDENTIFIED FOR NEW FUNDING IN 2017**

##### **PUBLIC SAFETY**

- This budget includes five new police officers. A submitted COPS grant application brings the potential for an additional eight officers.
- The purchase of vehicles and equipment for the new police officers.
- The lease of warehouse space for the Police Department.

##### **PUBLIC HEALTH**

- Resources and staffing to respond to the opioid crisis.
- Additional assistance for the detox shelter.
- Provide a new transit route to the new Sanford Health complex in southwest Fargo.

##### **PUBLIC UTILITIES**

- Offer a single sort recycling program.
- Begin the process of converting landfill gas to compressed natural gas.
- Growth in regional water and wastewater services.

##### **EMPLOYEE COMPENSATION**

- Offer a 2 percent competitive wage adjustment for all City employees in mid-2017.

##### **OTHER PRIORITIES**

- Provide funding for the public arts.
- Contribute to the Greater Fargo-Moorhead Economic Development Corporation.



## **SUMMARIZING THE 2017 BUDGET**

The reduction in aid from the State of North Dakota required us to tighten our belts, and we responded accordingly. We have formulated a preliminary budget that is balanced, while also offering our citizens a level of property tax relief through a two-mill reduction in the total mill levy. The City's overall budget is proposed to modestly increase by 1.65%, while the General Fund budget will see a similar increase of 1.69%. To continue providing excellent services to a growing community, we are proposing the addition of 14 new full-time employees. Astonishingly, we were able to reduce capital requests by 57.5%.

We have addressed the ongoing needs of our growing city, while placing an emphasis on public safety, public health, public utilities and employee compensation. I look forward to further discussion on this plan and the final completion of the process in late September. Again, thank you to everyone who played an active role in this process.

## **LET'S WORK TOGETHER IN OUR MISSION OF BEING 'FAR MORE'**

The next several years will bring abundant opportunities, trying challenges and unexpected surprises. However, we have a strong foundation to build upon and Fargo remains the envy of many in the region. To that point, I'd like to share a sampling of the recent accolades received by this community:

- #1 City for Finding a Job – *U.S. News and World Report*
- #1 Best Performing Small City – *Milken Institute*
- #2 Best Small Places for Businesses & Careers – *Forbes Magazine*
- #3 Most Secure Places to Live – *Farmers' Insurance*
- #3 Best Place to Raise a Family – *Children's Health Magazine*
- #5 Best Places to Live in America – *Moving.com*
- #6 Overall in the Nation for City Services - *WalletHub*
- #8 Most Walkable Neighborhoods in the Midwest (Mid-Size City) - *Redfin*

It is a tremendous honor to be a part of this community. Fargo truly offers **Far More** than people expect. Together, we can bring this city to even greater heights if we work together to advance the interests of our citizens.

Sincerely yours,



**Dr. Timothy J. Mahoney**  
Mayor of the City of Fargo

# THE BOARD OF FARGO CITY COMMISSIONERS



**DR. TIM MAHONEY**  
Mayor

**Elected:** 2005, 2006, 2010, 2014, 2015

**Term Expires:** June 2018

**Department Liaison:** Police, Operations, City Commission, Finance and Human Resources

**Committee Liaison:** Greater F-M Economic Development Corporation, Position Evaluation, Vector Control, Ambulance Committee, Community Development, Tax Exempt Review, Lake Agassiz Water Authority, Diversion Authority and Cass County Planning



**DAVE PIEPKORN**  
Deputy Mayor & Commissioner

**Elected:** 2008, 2014

**Term Expires:** June 2018

**Department Liaison:** Engineering

**Committee Liaison:** Metropolitan Council of Governments, Greater F-M Economic Development Corporation, Liquor Control, Position Evaluation, Renaissance Zone, Tax Exempt Review, Fargodome Finance Committee, Diversion Authority, Alternate to the Lake Agassiz Water Authority, Finance Committee and Traffic Technical Advisory Committee

**Board Liaison:** Fargo Dome Authority, Special Assessment, Auditorium, Parking, Red River Basin Board & Downtown Community Partnership



**TONY GEHRIG**  
Commissioner

**Elected:** 2015

**Term Expires:** June 2018

**Department Liaison:** Enterprise/Utilities, Fire and Transit

**Committee Liaison:** Metropolitan Council of Governments, Metro Area Transit Coordinating Board, Liquor Control, Alternate to Diversion Authority and Utility Committee

**Board Liaison:** Airport Authority, Civil Service and Red River Basin Board



**TONY GRINDBERG**  
Commissioner

**Elected:** 2016

**Term Expires:** June 2020

**Department Liaison:** Planning and Transit

**Committee Liaison:** Metropolitan Council of Governments, Renaissance Zone, Diversion Authority and Metro Area Transit Coordinating Board

**Board Liaison:** Board of Appeals, Board of Adjustment and Housing Authority



**JOHN STRAND**  
Commissioner

**Elected:** 2016

**Term Expires:** June 2020

**Department Liaison:** Health and Information Services

**Committee Liaison:** Metropolitan Council of Governments, Community Development, Alternate to Diversion Authority and Food Systems Advisory Committee

**Board Liaison:** Board of Health, Library, Historic Preservation, Human Relations, Native American Commissioner, Fargo Youth Initiative and Arts & Culture





## PRINCIPAL OFFICIALS FOR THE CITY OF FARGO

### ELECTED OFFICIALS

<b>Dr. Tim Mahoney</b>	<i>Mayor</i>	Term Expires in June of 2018
<b>Dave Piepkorn</b>	<i>Deputy Mayor</i>	Term Expires in June of 2018
<b>Tony Gehrig</b>	<i>Commissioner</i>	Term Expires in June of 2018
<b>Tony Grindberg</b>	<i>Commissioner</i>	Term Expires in June of 2020
<b>John Strand</b>	<i>Commissioner</i>	Term Expires in June of 2020
<b>Steve Dawson</b>	<i>Municipal Judge</i>	Term Expires in June of 2020

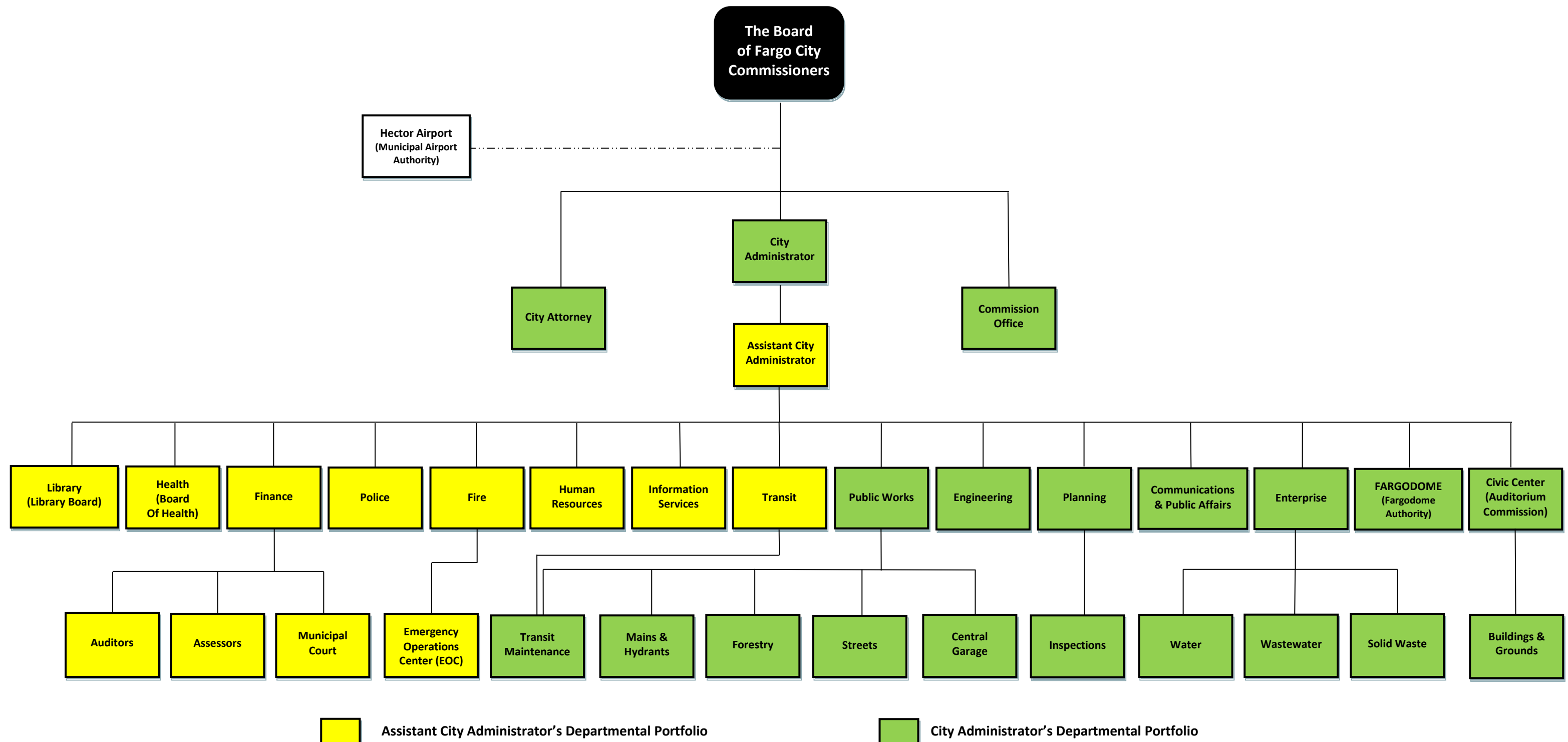
### THE MAYOR'S CABINET

<b>Bruce P. Grubb</b>	<i>City Administrator</i>
<b>Michael J. Redlinger</b>	<i>Assistant City Administrator</i>
<b>Kember Anderson</b>	<i>Executive Assistant to the Commission</i>
<b>Mark Bittner</b>	<i>Director of Engineering</i>
<b>Julie Bommelman</b>	<i>Transit Director</i>
<b>Kent Costin</b>	<i>Director of Finance</i>
<b>Timothy Dirks</b>	<i>Library Director</i>
<b>Steve Dirksen</b>	<i>Fire Chief</i>
<b>Ben Dow</b>	<i>Director of Operations (Public Works)</i>
<b>James Gilmour</b>	<i>Director of Planning and Development</i>
<b>Ron Gronneberg</b>	<i>Chief Information Officer</i>
<b>Troy Hall</b>	<i>Water Utility Director</i>
<b>Jim Hausauer</b>	<i>Waste Water Utility Director</i>
<b>Terry Ludlum</b>	<i>Solid Waste Utility Director</i>
<b>Jill Minette</b>	<i>Director of Human Resources</i>
<b>Ruth Roman</b>	<i>Director of Fargo Cass Public Health</i>
<b>Gregg Schildberger</b>	<i>Manager of Communications &amp; Public Affairs</i>
<b>Rob Sobolik</b>	<i>General Manager of the FARGODOME</i>
<b>David Todd</b>	<i>Chief of Police</i>
<b>April Walker</b>	<i>City Engineer</i>

### OTHER CITY OFFICIALS

<b>Shawn Dobberstein</b>	<i>Airport Executive Director</i>
<b>Jeremy Gorden</b>	<i>Traffic Engineer</i>
<b>Ben Hushka</b>	<i>City Assessor</i>
<b>Erik Johnson</b>	<i>City Attorney</i>
<b>Scott Liudahl</b>	<i>City Forester</i>
<b>Harold Pedersen</b>	<i>Fleet Services Manager</i>
<b>Mark Peterson</b>	<i>Water Treatment Plant Superintendent</i>
<b>Leon Schlafmann</b>	<i>Emergency Services Coordinator</i>
<b>Steve Sprague</b>	<i>City Auditor</i>
<b>Scott Stenvold</b>	<i>Physical Plant Coordinator</i>
<b>Bruce Taralson</b>	<i>Interim Inspections Administrator</i>
<b>Susan Thompson</b>	<i>Clerk of Municipal Court</i>
<b>Don Tucker</b>	<i>Waste Water Treatment Plant Superintendent</i>
<b>Mark Williams</b>	<i>Public Works Services Manager</i>

## The City of Fargo's Organizational Chart



## City of Fargo Budget Development Process

A budget timeline and related budget development tasks are summarized in the chart below:

Overview of Budget Process	Jan	Feb	Mar.	April	May	June	July	Aug	Sept.	Oct.	Nov.	Dec.
<b>Reporting Financial Results</b>												
Prepare CAFR and Complete Audit	*****											
Present Financial Results to City Commission						*****						
GFOA Certificate of Excellence in Reporting Award						*****						
Publish CAFR and Post to Municipal Disclosure Repository							****					
<b>Ongoing Strategic Planning</b>												
Assessment of Community Needs	*****											
Update of Utility Infrastructure Master Plan		*****										
Update of Capital Improvement Plans					*****							
Timelines Developed for Long Term Financings	*****											
<b>Budget Development Activities</b>												
Monitor Revenues and Expenditures	*****											
Assessment of Economic Conditions			*****	*****								
Board of Equalization Property Tax Valuations			*****									
Finance Department Revenue Projections				*****	*****							
Departmental Budget Instructions / Calendar Set					*****							
Departmental Budget Proposals Developed					*****							
Budget Team Meetings with Department Heads							*****					
Preparation of Mayor's Preliminary Budget				*****	*****							
Mayor's Preliminary Budget Message Finalized								*****				
<b>Budget Adoption Process</b>												
Mayor's Preliminary Budget Filed with Commission								**				
Commission Adoption of Preliminary Budget									**			
Notice of Budget Hearings Published									**			
Public Hearings on Tax Levies and Preliminary Budget										**		
Approval of Final Budget (October 7th)										**		
Certification of Tax Levies and Final Budget										**		

**CITY OF FARGO**  
**BUDGETED FUNDS STRUCTURE**

GOVERNMENTAL FUNDS			
GENERAL (1)	SPECIAL REVENUE (17)	DEBT SERVICE (5)	CAPITAL PROJECTS (9)
General (Major Fund)	City Share Assessments Noxious Weed Convention Bureau Regional Training Center Transit Capital Escrow Court Forfeits Skyway Maintenance Parking Authority Parking Repairs Parking Surplus Community Development HUD Home Program Neighborhood Stabilization HUD Home Participating Jurisdiction Downtown BID NRI Loans Baseball Stadium	Tax Increment Improvement Bonds (Major Fund) Sidewalks Sales Tax Bonds (Major Fund) Other Revenue Debt	General Infrastructure (Major Fund) Building Fund Grant Equipment Disaster Recovery Street Infrastructure Water Infrastructure Wastewater Infrastructure Flood Sales Tax FM Diversion Sales Tax

PROPRIETARY FUNDS	
MAJOR ENTERPRISE (6)	NON-MAJOR ENTERPRISE (4)
Water (Major Fund) Wastewater Storm Sewer Solid Waste FargoDome Municipal Airport	SE Cass Sewer Vector Control Street Lighting Forestry

TRUST FUNDS
PENSION TRUST (2)
City Employee Police

AGENCY FUNDS
(4)
Performance Deposits Park District Special Assmts. FM Diversion Authority Red River Regional Dispatch

**Budgeted Funds Information:**

- North Dakota Century Code (NDCC) 40-40 requires budget approval for General, Special Revenue and Debt Service Funds
- City of Fargo budgets for funds required in NDCC 40-40 plus enterprise funds, and pension trust funds
- Capital project funds are not budgeted as projects are authorized in capital improvement plans or as developed and approved individually
- Agency Funds are not budgeted
- Major funds are identified in the chart above and are categorized based upon being more than 10% of the consolidated budget total as further described on the next page
- All capital project and debt service funds are consolidated in the presentation of our Comprehensive Annual Financial Report (CAFR)

**Major Fund Descriptions:**

**General Fund:**

The General Fund accounts for all financial resources not allocated to other funds. Majority of revenues derived from State Intergovernmental revenues, property taxes, and charges for services.

**Improvement Bond Fund:**

This fund accounts for all refunding improvement bond funds required by bond covenants from individual Refunding Improvement Bond issues. It accounts for all special assessments levied for the payment of bonded indebtedness.

**Sales Tax Bonds Fund:**

The Sales Tax Bond Fund accounts for all resources and related debt payments associated with sales tax revenue bonds. This fund is structured to comply with various bond covenants associated with individual sales tax backed debt issues. Sales tax resources are voter approved and have been authorized for a twenty year period.

**Water Fund:**

This fund accounts for the activities (revenues, operating and capital expenses) of the City's water system. The City receives user fee revenues derived from sale of water and other related services to the general public.

City of Fargo, North Dakota Summary of All Budgeted Funds FY 2017	Governmental Funds			Proprietary Funds		Fiduciary Funds	Consolidated Totals
	General Fund	Debt Service	Special Revenue	Water Utility	Non Major Utilities	Pension Funds	
<b>Revenues &amp; Transfers In</b>							
Property Taxes	\$ 23,668,000	\$ 4,022,000	\$ 517,000	\$ -	\$ 932,341	\$ -	\$ 29,139,341
Sales Taxes	-	20,148,345	-	-	-	-	20,148,345
Other Taxes	-	-	1,906,905	-	-	-	1,906,905
Special Assessments	-	29,700,000	294,000	-	8,000	-	30,002,000
Franchise Fees	5,391,500	-	-	-	-	-	5,391,500
Licenses & Permits	4,790,000	-	-	-	-	-	4,790,000
Federal Intergovernmental	4,019,080	-	1,567,000	-	6,883,000	-	12,469,080
State/Local Intergovernmental	17,621,990	-	40,999	-	140,000	-	17,802,989
Charges for Services	17,637,863	-	1,931,000	-	-	-	19,568,863
Fines & Forfeits	2,536,500	-	100,000	-	-	-	2,636,500
Investment Income	3,129,000	300,000	-	-	2,466,650	6,595,000	12,490,650
Miscellaneous	921,067	-	760,551	15,000	1,543,100	-	3,239,718
Transfers In	13,066,000	11,138,637	69,545	3,942,600	4,066,475	-	32,283,257
Public Utility Fees	-	-	-	24,076,000	41,881,352	-	65,957,352
Utility Byproduct Sales	-	-	-	-	1,185,000	-	1,185,000
Employee/Employer Contributions	-	-	-	-	-	6,585,000	6,585,000
<b>Total Revenues &amp; Transfers In</b>	<b>92,781,000</b>	<b>65,308,982</b>	<b>7,187,000</b>	<b>28,033,600</b>	<b>59,105,918</b>	<b>13,180,000</b>	<b>265,596,500</b>
<b>Financial Uses:</b>							
General Government	16,901,825	-	-	-	-	-	16,901,825
Public Safety	36,998,992	-	240,000	-	-	-	37,238,992
Public Works	11,675,588	-	352,000	-	-	-	12,027,588
Public Health & Welfare	11,224,691	-	-	-	-	-	11,224,691
Recreation & Culture	4,601,818	-	2,942,000	-	10,412,800	-	17,956,618
Urban Development	-	-	1,725,000	-	-	-	1,725,000
Public Transportation	8,326,384	-	1,228,365	-	18,560,992	-	28,115,741
General Support	1,167,015	-	-	-	-	-	1,167,015
Unallocated	(519,803)	-	-	-	-	-	(519,803)
Public Utilities	-	-	-	12,876,732	24,001,725	-	36,878,457
Capital Outlay	3,045,300	-	-	-	-	-	3,045,300
Debt Service Normal Redemption	-	28,230,000	-	3,856,000	719,500	-	32,805,500
Debt Service Early Redemption	-	850,000	-	-	-	-	850,000
Debt Service - Interest & Fees	-	20,857,500	-	135,100	182,850	-	21,175,450
Plan Administration	-	-	-	-	-	307,000	307,000
Plan Benefits	-	-	-	-	-	6,485,000	6,485,000
Transfers Out	2,284,190	16,379,185	943,635	11,717,600	6,763,000	-	38,087,610
<b>Total Financial Uses</b>	<b>95,706,000</b>	<b>66,316,685</b>	<b>7,431,000</b>	<b>28,585,432</b>	<b>60,640,867</b>	<b>6,792,000</b>	<b>265,471,984</b>
<b>Surplus (Deficit)</b>	<b>(2,925,000)</b>	<b>(1,007,703)</b>	<b>(244,000)</b>	<b>(551,832)</b>	<b>(1,534,949)</b>	<b>6,388,000</b>	<b>124,516</b>
<b>Fund/Equity Balance, Beginning</b>	<b>36,317,979</b>	<b>87,716,055</b>	<b>2,709,679</b>	<b>209,116,910</b>	<b>503,672,383</b>	<b>93,977,359</b>	<b>933,510,365</b>
<b>Intra-fund Transfer</b>	<b>(1,200,000)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(1,200,000)</b>
<b>Fund/Equity Balance, Ending</b>	<b>\$ 32,192,979</b>	<b>\$ 86,708,352</b>	<b>\$ 2,465,679</b>	<b>\$ 208,565,078</b>	<b>\$ 502,137,434</b>	<b>\$ 100,365,359</b>	<b>\$ 932,434,881</b>

**Notes:**

- NDCC 40-40 defines Municipal Budget laws
- Non Major Utility Funds includes Wastewater, Storm Sewer, Solid Waste, Street Lighting, Forestry, Vector Control, SE Cass, Fargodome and Airport Authority. Budget approval required pursuant to City Home Rule Charter
- All Debt Service fund balances are restricted for future debt payments in accordance with bond covenants
- Capital project funds are considered non budgeted funds pursuant to NDCC 40-40
- Proprietary Fund Equity = Total Net Assets
- Depreciation of Net Assets is not a budgeted item

City of Fargo, North Dakota Three Year Summary of All Funds (In Thousands of Dollars)	GOVERNMENTAL FUNDS											
	General Fund (Major Fund)			Debt Service Fund ( Major Fund)			Non Major Funds			Total Governmental Funds		
	2015 Actual	2016 Budget	2017 Budget	2015 Actual	2016 Budget	2017 Budget	2015 Actual	2016 Budget	2017 Budget	2015 Actual	2016 Budget	2017 Budget
<b>Revenues &amp; Transfers In</b>												
Property Taxes	\$ 20,395.1	\$ 21,936.0	\$ 23,668.0	\$ 3,293.9	\$ 3,318.0	\$ 4,022.0	\$ 2,818.7	\$ 468.0	\$ 517.0	\$ 26,507.7	\$ 25,722.0	\$ 28,207.0
Sales Taxes	-	-	-	25,494.2	26,082.0	20,148.3	-	-	-	25,494.2	26,082.0	20,148.3
Other Taxes	-	-	-	-	-	-	-	2,519.9	1,906.9	-	2,519.9	1,906.9
Special Assessments	-	-	-	26,570.1	26,099.7	29,700.0	223.3	294.0	294.0	26,793.4	26,393.7	29,994.0
Franchise Fees	4,943.4	5,332.0	5,391.5	-	-	-	-	-	-	4,943.4	5,332.0	5,391.5
Licenses & Permits	4,990.7	4,580.0	4,790.0	-	-	-	-	-	-	4,990.7	4,580.0	4,790.0
Federal Intergovernmental	4,325.8	4,511.4	4,019.1	-	-	-	1,558.8	1,748.0	1,567.0	5,884.6	6,259.4	5,586.1
State/Local Intergovernmental	21,285.9	18,421.6	17,622.0	-	-	-	51.7	49.7	41.0	21,337.6	18,471.3	17,663.0
Charges for Services	20,609.0	21,707.6	17,637.9	-	-	-	1,580.2	1,404.3	1,931.0	22,189.2	23,111.9	19,568.9
Fines & Forfeits	2,443.7	2,641.0	2,536.5	-	-	-	16.7	100.0	100.0	2,460.4	2,741.0	2,636.5
Investment Income	2,117.2	2,457.0	3,129.0	454.2	150.0	300.0	1.8	8.1	-	2,573.2	2,615.1	3,429.0
Miscellaneous	979.7	991.2	921.1	39.5	-	-	569.8	264.9	760.6	1,589.0	1,256.1	1,681.6
Transfers In	10,505.3	11,696.0	13,066.0	853.7	9,682.4	11,138.6	181.9	99.8	69.5	11,540.8	21,478.2	24,274.2
Public Utility Fees	-	-	-	-	-	-	-	-	-	-	-	-
Utility Byproduct Sales	-	-	-	-	-	-	-	-	-	-	-	-
Loans/Bonds/Capital Leases Issued	164.5	-	-	37,994.7	-	-	-	-	-	38,159.2	-	-
Capital Contributions	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Revenues &amp; Transfers In</b>	<b>92,760.3</b>	<b>94,273.7</b>	<b>92,781.0</b>	<b>94,700.4</b>	<b>65,332.0</b>	<b>65,309.0</b>	<b>7,002.9</b>	<b>6,956.7</b>	<b>7,187.0</b>	<b>194,463.6</b>	<b>166,562.4</b>	<b>165,277.0</b>
<b>Financial Uses:</b>												
General Government	15,087.6	16,306.0	16,901.8	-	-	-	-	-	-	15,087.6	16,306.0	16,901.8
Public Safety	33,326.5	36,033.9	36,999.0	-	-	-	119.2	190.5	240.0	33,445.6	36,224.4	37,239.0
Public Works	9,716.9	10,944.8	11,675.6	531.1	-	-	231.3	302.0	352.0	10,479.2	11,246.8	12,027.6
Public Health & Welfare	10,412.8	10,345.3	11,224.7	-	-	-	102.0	63.9	-	10,514.7	10,409.2	11,224.7
Recreation & Culture	4,391.0	4,560.6	4,601.8	-	-	-	2,869.0	2,821.9	2,942.0	7,260.0	7,382.4	7,543.8
Urban Development	-	-	-	118.86	-	-	1,847.5	1,879.8	1,725.0	1,966.4	1,879.8	1,725.0
Public Transportation	7,031.1	7,336.5	8,326.4	-	-	-	984.5	1,037.7	1,228.4	8,015.6	8,374.1	9,554.7
General Support	1,200.1	1,080.2	1,167.0	-	-	-	-	-	-	1,200.1	1,080.2	1,167.0
Unallocated	-	(75.0)	(519.8)	-	-	-	-	-	-	-	(75.0)	(519.8)
Public Utilities	-	-	-	-	-	-	-	-	-	-	-	-
Capital Outlay	4,425.4	4,135.0	3,045.3	-	-	-	8.6	100.0	-	4,434.0	4,235.0	3,045.3
Debt Service Normal Redemption	72.89	-	-	22,816.0	-	28,230.0	-	-	-	22,888.9	-	28,230.0
Debt Service Early Redemption	-	-	-	-	2,780.0	850.0	-	-	-	-	2,780.0	850.0
Debt Service - Interest & Fees	6.69	-	-	19,702.9	20,420.2	20,857.5	-	-	-	19,709.6	20,420.2	20,857.5
Non Operating Expenses	-	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	5,143.4	5,764.7	2,284.2	21,955.7	21,124.4	16,379.2	122.5	390.7	943.6	27,221.5	27,279.8	19,607.0
<b>Total Financial Uses</b>	<b>90,814.3</b>	<b>96,431.8</b>	<b>95,706.0</b>	<b>65,124.6</b>	<b>44,324.6</b>	<b>66,316.7</b>	<b>6,284.6</b>	<b>6,786.4</b>	<b>7,431.0</b>	<b>162,223.5</b>	<b>147,542.9</b>	<b>169,453.7</b>
<b>Surplus (Deficit)</b>	<b>1,946.0</b>	<b>(2,158.1)</b>	<b>(2,925.0)</b>	<b>29,575.8</b>	<b>21,007.4</b>	<b>(1,007.7)</b>	<b>718.2</b>	<b>170.3</b>	<b>(244.0)</b>	<b>32,240.1</b>	<b>19,019.6</b>	<b>(4,176.7)</b>
<b>Fund/Equity Balance, Beginning</b>	<b>37,230.0</b>	<b>39,176.0</b>	<b>36,317.9</b>	<b>61,094.9</b>	<b>90,670.7</b>	<b>111,678.1</b>	<b>1,821.1</b>	<b>2,539.4</b>	<b>2,709.7</b>	<b>100,146.0</b>	<b>132,386.1</b>	<b>150,705.7</b>
<b>Intra-fund Transfer</b>	<b>-</b>	<b>700.0</b>	<b>1,200.0</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>700.0</b>	<b>1,200.0</b>
<b>Fund/Equity Balance, Ending</b>	<b>\$ 39,176.0</b>	<b>\$ 36,317.9</b>	<b>\$ 32,192.9</b>	<b>\$ 90,670.7</b>	<b>\$ 111,678.1</b>	<b>\$ 110,670.4</b>	<b>\$ 2,539.4</b>	<b>\$ 2,709.7</b>	<b>\$ 2,465.7</b>	<b>\$ 132,386.1</b>	<b>\$ 150,705.7</b>	<b>\$ 145,329.0</b>



City of Fargo, North Dakota Three Year Summary of All Funds (In Thousands of Dollars)	PROPRIETARY FUNDS									CONSOLIDATED TOTALS		
	Water Utility (Major Fund)			Non Major Utilities			Total Proprietary Funds			GOVERNMENTAL & PROPRIETARY FUNDS		
	2015 Actual	2016 Budget	2017 Budget	2015 Actual	2016 Budget	2017 Budget	2015 Actual	2016 Budget	2017 Budget	2015 Actual	2016 Budget	2017 Budget
<b>Revenues &amp; Transfers In</b>												
Property Taxes	\$ -	\$ -	\$ -	\$ 744.0	\$ 824.0	\$ 932.3	744.0	\$ 824.0	\$ 932.3	\$ 27,251.7	26,546.0	\$ 29,139.3
Sales Taxes	-	-	-	-	-	-	-	-	-	25,494.2	26,082.0	20,148.3
Other Taxes	-	-	-	-	-	-	-	-	-	-	2,519.9	1,906.9
Special Assessments	-	-	-	-	8.0	8.0	-	8.0	8.0	26,793.4	26,401.7	30,002.0
Franchise Fees	-	-	-	-	-	-	-	-	-	4,943.4	5,332.0	5,391.5
Licenses & Permits	-	-	-	-	-	-	-	-	-	4,990.7	4,580.0	4,790.0
Federal Intergovernmental	-	-	-	3,372.0	10,000.0	6,883.0	3,372.0	10,000.0	6,883.0	9,256.6	16,259.4	12,469.1
State/Local Intergovernmental	-	-	-	845.4	140.0	140.0	845.4	140.0	140.0	22,183.0	18,611.3	17,803.0
Charges for Services	-	-	-	-	-	-	-	-	-	22,189.2	23,111.9	19,568.9
Fines & Forfeits	-	-	-	-	-	-	-	-	-	2,460.4	2,741.0	2,636.5
Investment Income	99.4	139.3	-	308.5	3,088.8	2,466.7	407.9	3,228.1	2,466.7	2,981.1	5,843.2	5,895.7
Miscellaneous	162.5	35.0	15.00	208.1	1,140.5	1,543.1	370.6	1,175.5	1,558.1	1,959.6	2,431.6	3,239.7
Transfers In	1,300.0	3,962.1	3,942.6	6,051.1	2,616.5	4,066.5	7,351.1	6,578.5	8,009.1	18,892.0	28,056.7	32,283.3
Public Utility Fees	19,134.8	22,255.7	24,076.0	42,321.8	41,432.2	41,881.4	61,456.6	63,687.9	65,957.4	61,456.6	63,687.9	65,957.4
Byproduct Sales	-	-	-	1,183.0	1,185.0	1,185.0	1,183.0	1,185.0	1,185.0	1,183.0	1,185.0	1,185.0
Loans/Bonds Issued	-	-	-	-	-	-	-	-	-	38,159.2	-	-
Capital Contributions	28,728.9	-	-	25,972.3	-	-	54,701.1	-	-	54,701.1	-	-
<b>Total Revenues &amp; Transfers In</b>	<b>49,425.5</b>	<b>26,392.1</b>	<b>28,033.6</b>	<b>81,006.2</b>	<b>60,435.0</b>	<b>59,105.9</b>	<b>130,431.7</b>	<b>86,827.0</b>	<b>87,139.5</b>	<b>324,895.3</b>	<b>253,389.5</b>	<b>252,416.5</b>
<b>Financial Uses:</b>												
General Government	-	-	-	-	-	-	-	-	-	15,087.6	16,306.0	16,901.8
Public Safety	-	-	-	-	-	-	-	-	-	33,445.6	36,224.4	37,239.0
Public Works	-	-	-	-	-	-	-	-	-	10,479.2	11,246.8	12,027.6
Public Health & Welfare	-	-	-	-	-	-	-	-	-	10,514.7	10,409.2	11,224.7
Recreation & Culture	-	-	-	-	7,735.0	10,412.8	-	7,735.0	10,412.8	7,260.0	15,117.4	17,956.6
Urban Development	-	-	-	-	-	-	-	-	-	1,966.4	1,879.8	1,725.0
Public Transportation	-	-	-	-	19,835.6	18,561.0	-	19,835.6	18,561.0	8,015.6	28,209.7	28,115.7
General Support	-	-	-	-	-	-	-	-	-	1,200.1	1,080.2	1,167.0
Unallocated	-	-	-	-	-	-	-	-	-	-	(75.0)	(519.8)
Public Utilities	9,604.7	11,274.0	12,876.7	28,380.4	24,658.8	24,001.7	37,985.1	35,932.8	36,878.5	37,985.1	35,932.8	36,878.5
Capital Outlay	-	-	-	-	-	-	-	-	-	4,434.0	4,235.0	3,045.3
Debt Service Normal Redemption	-	3,650.0	3,856.0	-	-	719.5	-	3,650.0	4,575.5	22,888.9	3,650.0	32,805.5
Debt Service Early Redemption	-	-	-	-	-	-	-	-	-	-	2,780.0	850.0
Debt Service - Interest & Fees	421.3	299.2	135.1	989.6	-	182.9	1,410.9	299.2	318.0	21,120.5	20,719.4	21,175.5
Depreciation	4,155.4	-	-	17,829.6	-	-	21,985.1	-	-	21,985.1	-	-
Non Operating Expenses	18.9	-	-	290.5	-	-	309.4	-	-	309.4	-	-
Transfers Out	4,558.7	10,950.1	11,717.6	8,821.0	7,457.0	6,763.0	13,379.8	18,407.1	18,480.6	40,601.3	45,686.8	38,087.6
<b>Total Financial Uses</b>	<b>18,759.0</b>	<b>26,173.3</b>	<b>28,585.4</b>	<b>56,311.2</b>	<b>59,686.4</b>	<b>60,640.9</b>	<b>75,070.2</b>	<b>85,859.7</b>	<b>89,226.3</b>	<b>237,293.7</b>	<b>233,402.5</b>	<b>258,680.0</b>
<b>Surplus (Deficit)</b>	<b>30,666.6</b>	<b>218.8</b>	<b>(551.8)</b>	<b>24,695.0</b>	<b>748.6</b>	<b>(1,534.9)</b>	<b>55,361.5</b>	<b>967.4</b>	<b>(2,086.8)</b>	<b>87,601.6</b>	<b>19,986.9</b>	<b>(6,263.5)</b>
<b>Fund/Equity Balance, Beginning</b>	<b>178,231.6</b>	<b>208,898.1</b>	<b>209,116.9</b>	<b>478,228.8</b>	<b>502,923.8</b>	<b>503,672.4</b>	<b>656,460.4</b>	<b>711,821.9</b>	<b>712,789.3</b>	<b>756,606.4</b>	<b>844,208.0</b>	<b>863,495.0</b>
<b>Intra-fund Transfer</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>700.0</b>	<b>1,200.0</b>
<b>Fund/Equity Balance, Ending</b>	<b>\$ 208,898.1</b>	<b>\$ 209,116.9</b>	<b>\$ 208,565.1</b>	<b>\$ 502,923.8</b>	<b>\$ 503,672.4</b>	<b>\$ 502,137.4</b>	<b>\$ 711,821.9</b>	<b>\$ 712,789.3</b>	<b>\$ 710,702.5</b>	<b>\$ 844,208.0</b>	<b>\$ 863,495.0</b>	<b>\$ 856,031.5</b>

## **Major Revenue Sources Review and Discussion**

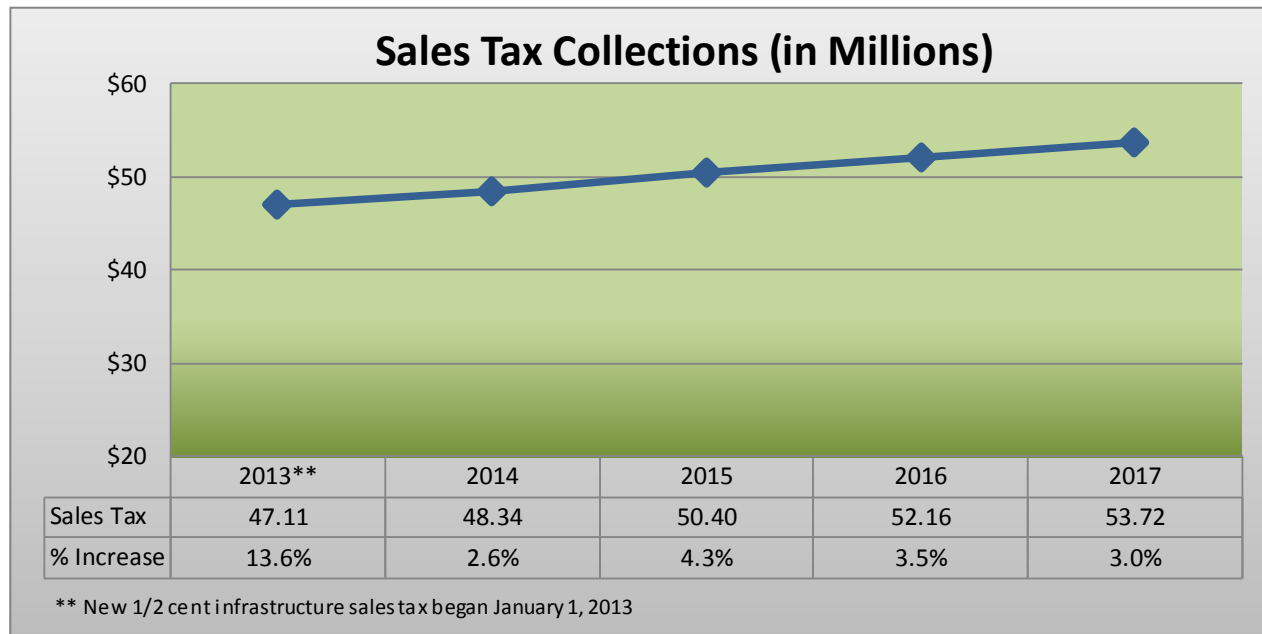
The Government Finance Officers Association (GFOA) best budget practices guidance recommends a discussion of major revenue source as an integral part of the budget document. A discussion of each major revenue source is provided to assist budget users in understanding where our funding is derived and how it is predicted in the annual budget process. The revenue categories are listed in order by the amount from largest to smallest and this discussion covers 70% of City-wide revenues.

### **Sales Taxes**

Sales taxes have been voter approved and are managed in accordance with the City's Home Rule Charter sections 3(S), (T) and (U). All sales tax collected are dedicated by Charter for infrastructure projects and financing. Section 3(T) is dedicated for exclusive use on flood risk mitigation projects while section 3(S) and (U) have a broader definition of infrastructure. The combined sales tax rate levied by the City of Fargo is 2%. The State of North Dakota currently levies 5% sales and use tax and Cass County collects another .5%. All collections are administered by the State Tax Commission's Office under contract with the City. Collections are remitted monthly as collected by the State. The City uses historical trending and a local economic assessment process in projecting future sales tax revenues. The City uses the same sales tax exemptions methodology as deployed by the State of North Dakota. We are forecasting collections of \$53.7 million in 2017. A growth assumption of 3% has been applied to the sales tax revenue forecast based upon past practices and monitoring of our long term collection trends.

All sales tax resources are dedicated for infrastructure funding. A portion of our sales tax revenue is pledged to long term debt repayment for projects already constructed. Of the total expected sales tax collection of \$53.7 million, \$20.1 million is budgeted in the debt service funds and the remaining amount of \$33.6 is allocated to the capital project fund. North Dakota State law does not require that capital project funds be included in our annual budget so the portion allocated to this fund group is not shown in our consolidated budget totals.

Voters will be asked to extend our sales tax authority for HRC Sections 3(T) and 3(U) to provide a long term funding source for the FM Area Diversion Project which was approved by the Army Corp of Engineers in July, 2016.



## Public Utility Fees

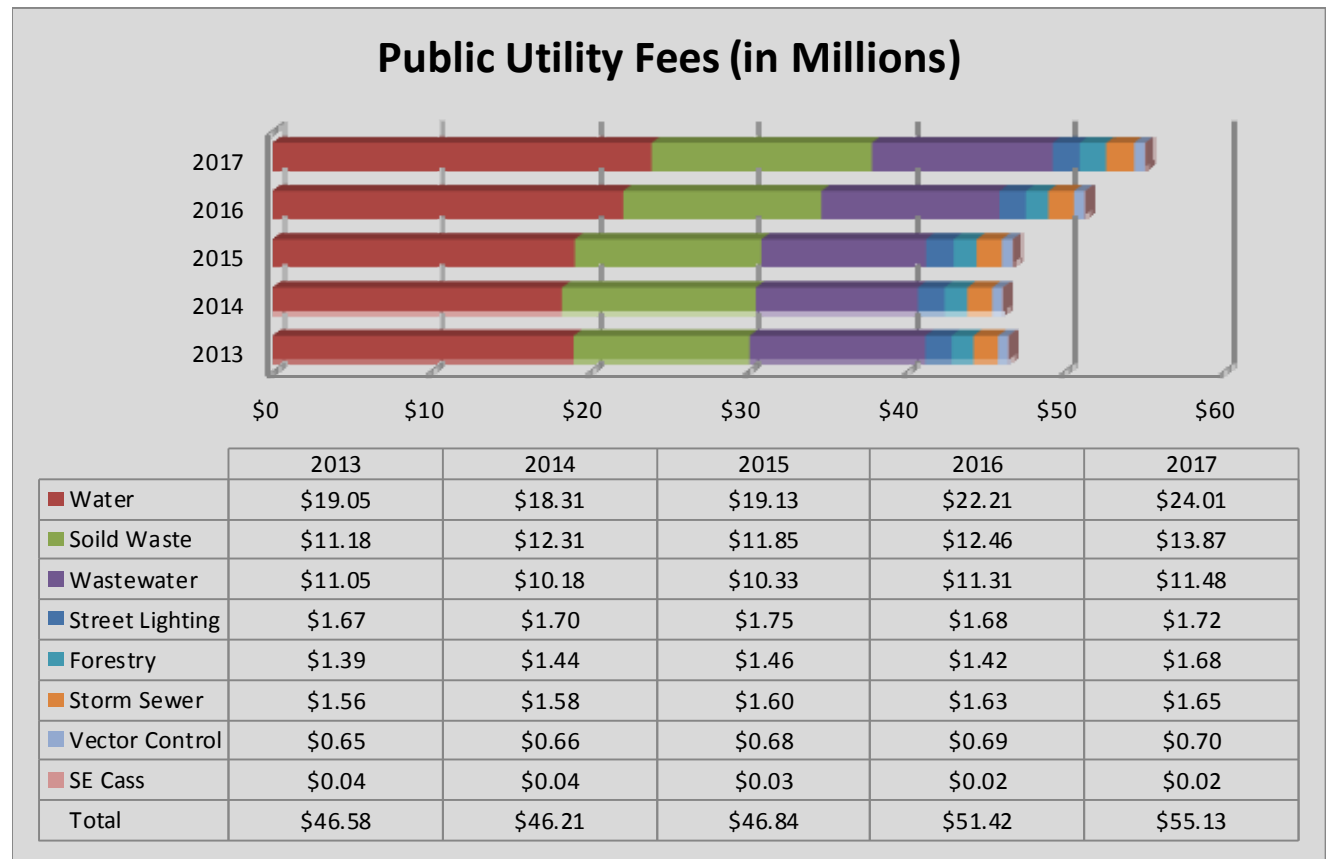
### Utility Fees

The City provides municipal utilities including water, wastewater, solid waste, storm sewer, street lighting, vector control and forestry services. All fees are established by resolution of the City Commission and are set at levels to sustain our utility services. We anticipate collecting of \$55.1 million in public utility fees in 2017, up from \$51.4 in 2016. Fargo becoming water service provider to the City of West Fargo in June of 2016 which increased our Water Fund revenues by approximately \$2 million. In 2017 we expect consecutive user revenue to increase by an additional \$2.2 million due to the change in our customer base by adding West Fargo. Rate increases are recommended in Forestry and Solid Waste landfill tipping fees.

Budgeting methodology for public utility fees include historical analysis of growth and demand for new services as new subdivisions develop. The City is a regional water service provider to Cass Rural Water Users District that operates in our southern areas as well as providing wastewater services to smaller cities adjacent to Fargo, including West Fargo.

We are also cognizant of what other cities charge for these utility services and participate in a regional rate study each year that compares several rate structures in other nearby cities as well as using innovative methods to keep our rates as low as possible. Currently, Fargo utility fees for water, wastewater, and storm sewer fees are approximately 12% lower than that average of fourteen other North Dakota cities.

Long term master planning for both operational and capital planning is updated annually. Sales tax resources are used to fund expensive infrastructure which allows us to keep utility rates stable.



## Byproduct Revenues

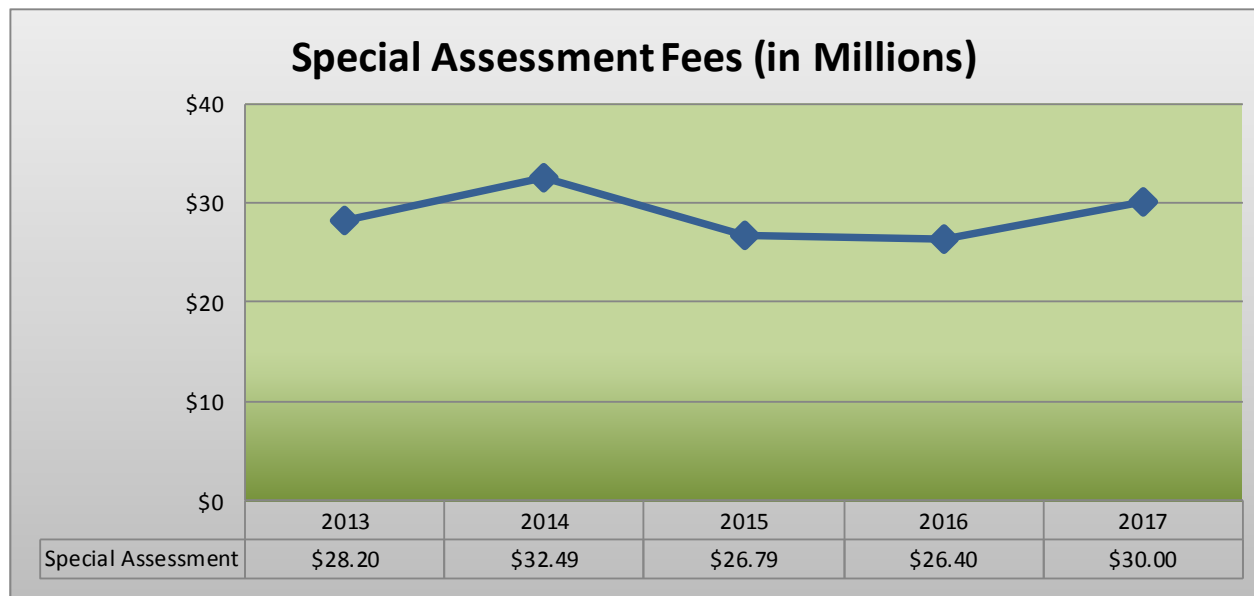
Fargo has been a leader in innovation by leveraging our utility operations to maximum benefit. Innovative projects include converting methane gas from our landfill to electricity, selling surplus methane gas to a local business, and reusing wastewater for ethanol production. All of these initiatives are producing additional revenue as byproducts of our traditional utility operations. Long term agreements are in place and these operations continued to be a mutual benefit to our citizens and private partners. A total of \$1.2 million is being budgeted for 2017.

## Special Assessments

Special assessments are a widely used method of funding infrastructure projects in North Dakota.

Those who benefit from infrastructure projects help pay for these improvements. Special assessment benefit districts are established during the project planning phase and final project costs are allocated to property parcels after the projects are completed based upon the benefits they receive. Assessments are accounted for on a project specific basis and therefore we are able to predict our certified assessment revenues with a high degree of certainty. Most assessments are collected over a twenty-five-year period which mirrors the useful life of the infrastructure asset. A property owner may choose to prepay their entire assessment and funds accumulated are restricted within debt service funds for the payment of long term debt.

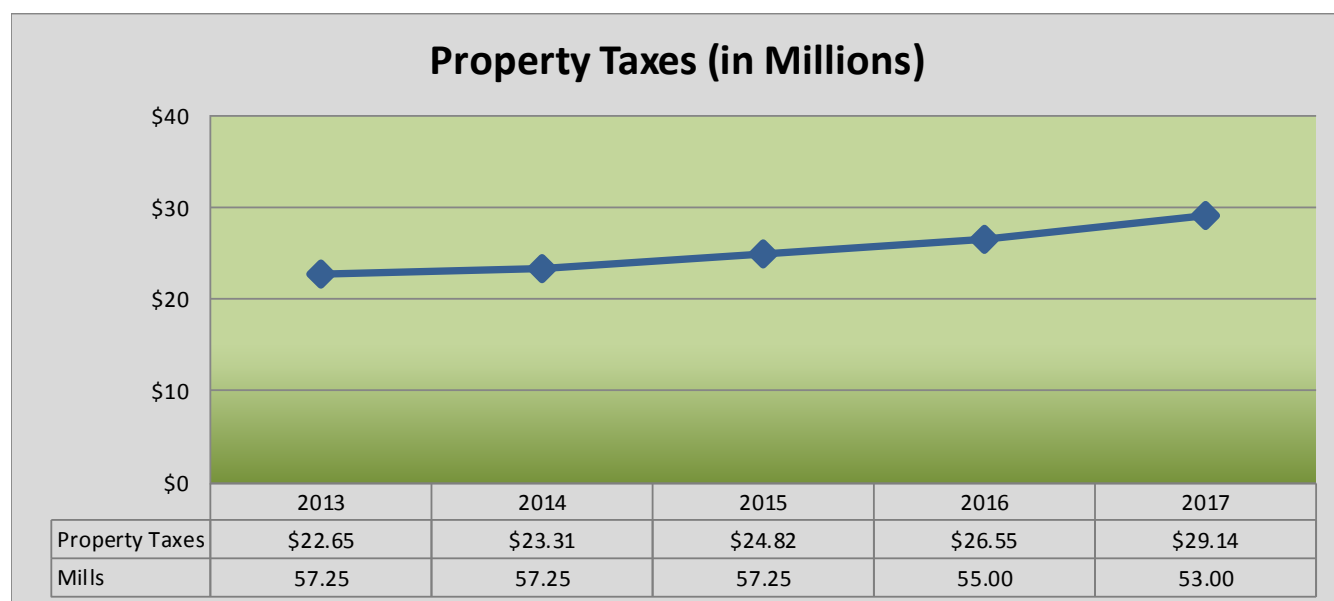
The amount budgeted in 2017 of \$30 million is based upon projects currently on the assessment rolls and an allowance for assessment prepayments. This revenue source will continue to rise as our community continues to grow. Funds collected from certified assessment collections plus assessment prepayment accumulations are sufficient to cover our annual debt service requirements. We have increased our revenue projections slightly in anticipation of a continued pattern of citizens prepaying their special assessments.



## Property Taxes

Property taxes provide about 26% of our overall General Fund revenues. The City's Home Rule Charter contains a tax mill cap of 64 mills. The 2017 approved budget recommends a mill levy reduction of two mills to 53 mills. This leaves an unused tax capacity of eleven mills. Tax collections are based upon the mill levy established by the Board of City Commissioners which is evaluated as part of our annual budget process. Tax collections are estimated based upon the final property tax rolls and are collected by Cass County and remitted to the City as they become due in February. We are projecting total property tax collections of \$29 million an increase of 9.8%. Approximately 5% of the increase is directly related to newly constructed properties being added to the tax rolls and the remainder is a function of the increase in market valuations as required by State Law.

The City of Fargo reduced our tax mill levy by 2.25 mills during the 2016 development budget process.

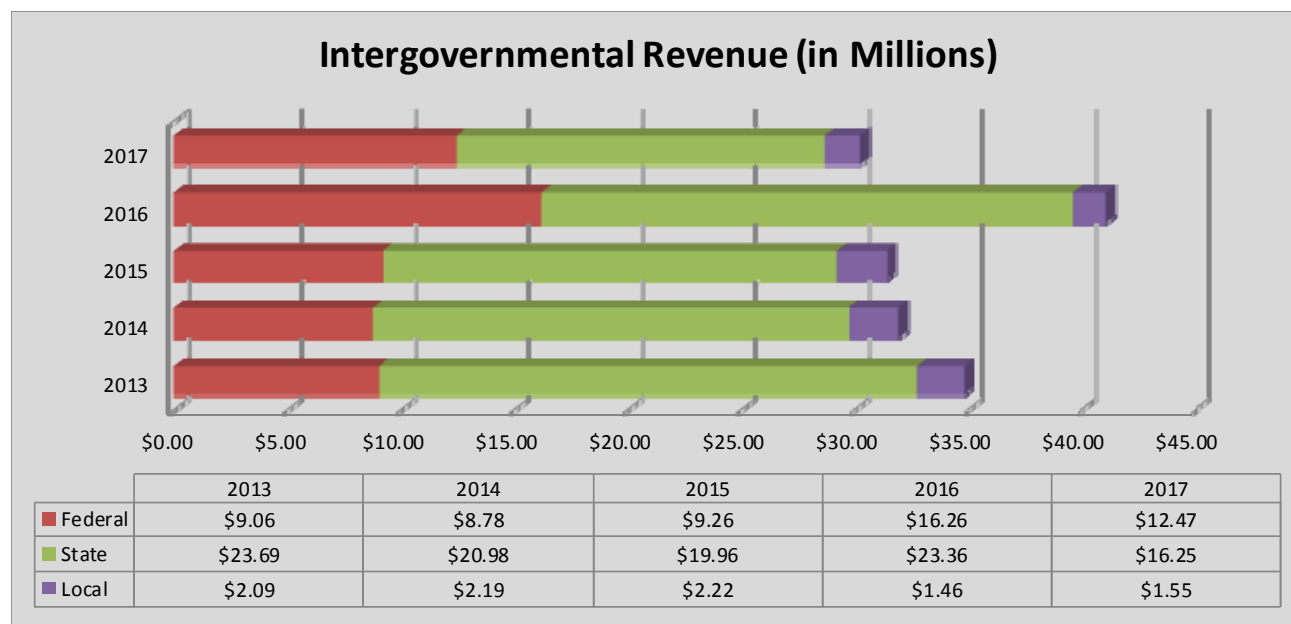


## Intergovernmental Revenues

Intergovernmental revenues come directly from other governmental units. Funding is received from federal, state and local agencies. Revenues are commonly received in the form of grants for specific purposes or may be more general in nature.



Intergovernmental revenues have been increasing as a percentage of our overall revenue base in the past few years' state resources have been rising during a time when federal revenues are declining. The State of North Dakota's economic conditions have declined significantly in the past two years and as a result our state aid sources are also declining. The largest single State intergovernmental revenue source is from state aid that is derived from statewide sales tax collections. We are projecting a decline in this revenue source of approximately \$3.8 million for 2017, along with an additional decline in state highway funds of \$2.8 million, both of these revenues are accounted for in the general fund. Historical revenue trends for intergovernmental revenues in governmental funds are shown in the following chart.



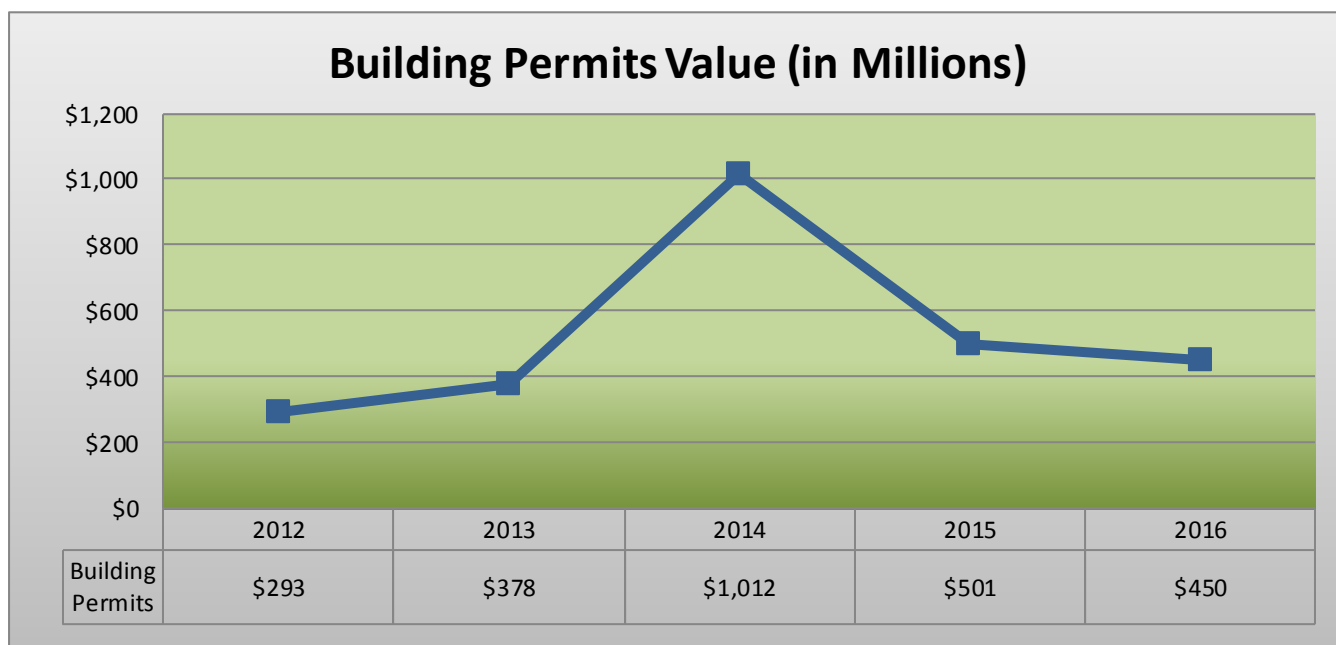
The City budgets for grant revenue based upon approved grant agreements. Budgets are modified during the year as new grants are awarded and approved by the Board of City Commissioners. State intergovernmental revenues are estimated based upon financial statistics reported by the State of North Dakota or other entities, historical trending and an assessment of the statewide economy. We do not use an external economist to predict State revenues sources; however, our existing budget process contains a mid-year revenue revision if needed. State intergovernmental revenues projections for 2016 have been reduced as a result of the current economic conditions.

## Charge for Services

### Building Permits

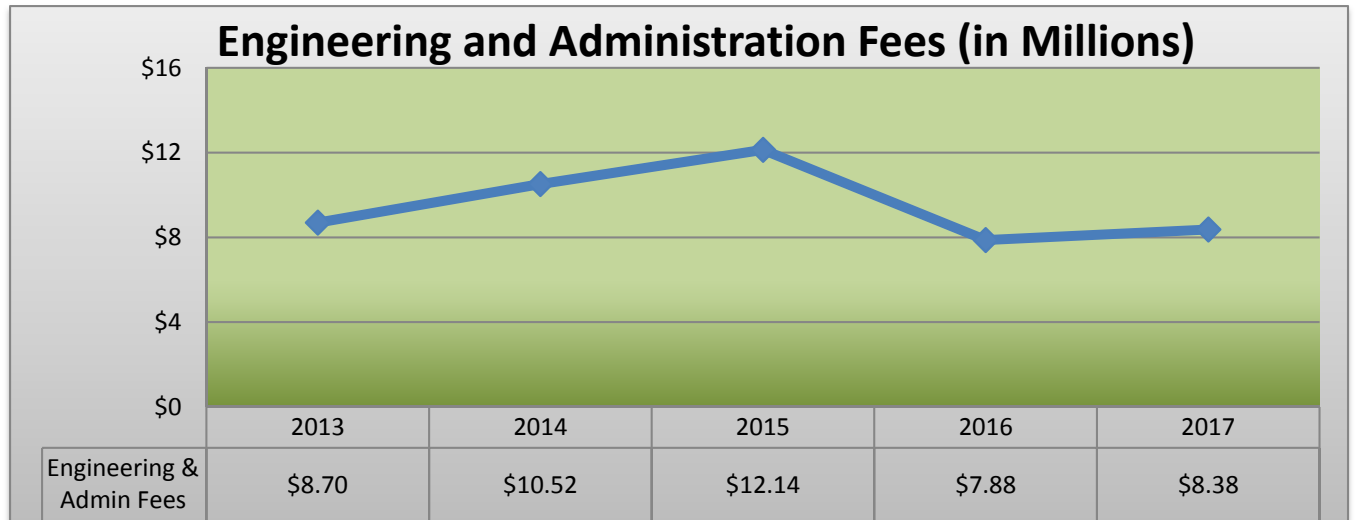
The City charges a variety of fees associated with the delivery of services to our citizens. Building permits are one of the most prominent of our fees. They are an important indicator of our economic strength and the level of construction activity in our local economy. Fees are established by the City Commission and are updated periodically.

Fargo set an all-time record level of building activity in 2014 with permit values exceeding \$ 1 billion. Significant expansions are occurring in our health services sector with Sanford and Essentia Hospitals building more or expanded capacity to meet the needs of the region. The past two years permit activity reflect continued strong demand for both residential and commercial construction. The revenue projection for permit fees reflects continued confidence in our local economy and as of July, 2016 single family home construction increased by over 252 units, or 50% as compared to the prior year.



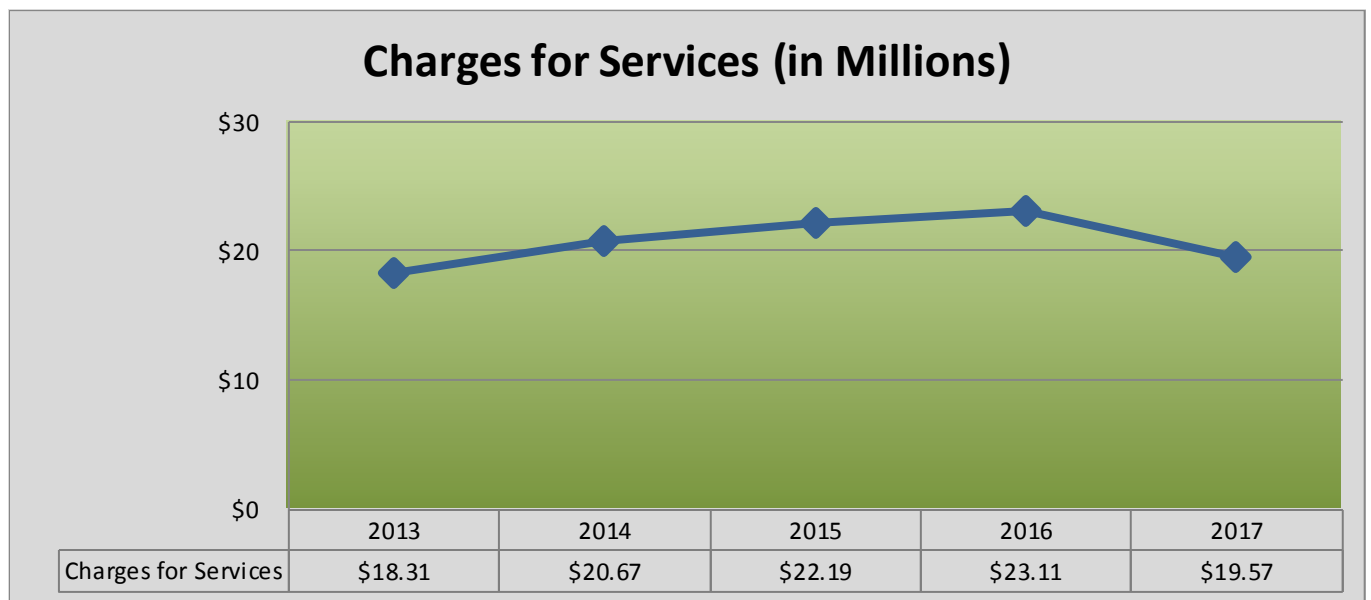
### Capital Project Engineering and Engineering Fees

Engineering and administrative fees are charged for the management and delivery of capital projects. These fees are part of our base revenues associated with the design, development, construction and administration of a robust infrastructure deployment program. The table below shows the trend of this revenue source. We expect this revenue source to remain in line with the 2016 budget levels.



### Charges for Service

The trend for all charge for services revenue accounts is shown in the following graph. We anticipate overall revenue levels to be similar to the 2016 budgeted levels.



## Schedule of Changes in Governmental Fund Balances

Fund	Year	Fund Balance January 1	Revenues & Transfers In	Expenditures & Transfers Out	Intra-fund Transfer	Fund Balance December 31	Increase / (Decrease)	% Change In Fund Balance
<b>General Fund</b>								
	2013	32,668,340	90,072,673	90,876,563	-	31,864,450	(803,890)	-2%
	2014 (Revised)	33,280,588	93,283,503	89,334,053	-	37,230,038	3,949,450	12%
	2015	37,230,038	92,760,292	90,814,278	-	39,176,052	1,946,014	5%
	2016 (Revised Budget)	39,176,052	94,273,741	96,431,814	700,000	36,317,979	(2,858,073)	-7%
	2017	36,317,979	92,781,000	95,706,000	1,200,000	32,192,979	(4,125,000)	-11%
<b>Special Revenue Funds</b>								
	2013	241,807	8,263,452	8,125,310	-	379,949	138,142	57%
	2014	379,949	10,904,165	9,462,966	-	1,821,148	1,441,199	379%
	2015	1,821,148	7,002,858	6,284,612	-	2,539,394	718,246	39%
	2016	2,539,394	6,956,694	6,786,409	-	2,709,679	170,285	7%
	2017	2,709,679	7,187,000	7,431,000	-	2,465,679	(244,000)	-9%
<b>Debt Service Funds</b>								
	2013	103,608,342	73,935,525	74,669,179	-	102,874,688	(733,654)	-1%
	2014	102,874,688	108,037,441	149,817,276	-	61,094,853	(41,779,835)	-41%
	2015	61,094,853	94,700,412	65,124,577	-	90,670,688	29,575,835	48%
	2016	90,670,688	65,332,001	68,286,634	-	87,716,055	(2,954,633)	-3%
	2017	87,716,055	65,308,982	66,316,685	-	86,708,352	(1,007,703)	-1%
<b>Total All Budgeted Governmental Funds</b>								
	2013	136,518,489	172,271,650	173,671,052	-	135,119,087	(1,399,402)	-1%
	2014	136,535,225	212,225,109	248,614,295	-	100,146,039	(36,389,186)	-27%
	2016	100,146,039	194,463,562	162,223,467	-	132,386,134	32,240,095	32%
	2016	132,386,134	166,562,436	171,504,857	-	127,443,713	(4,942,421)	-4%
	2017	126,743,713	165,276,982	169,453,685	-	122,567,010	(4,176,703)	-3%

Fund Balance Definitions	Fiscal Trends and Comments
<p>Fund balance is the difference between assets and liabilities and is one of many measurements of an entities overall financial strength.</p> <p>Pursuant to the Governmental Accounting Standards Board standard fund balances should be categorized as follows:</p> <p><b>Non-spendable</b> – Cannot be spent as is legally restricted.</p> <p><b>Restricted</b> – Subject to externally imposed restrictions, laws, bond covenants or other means.</p> <p><b>Committed</b> – Constrained by action of the Board of City Commissioners. Cannot be used for other purposes unless approved at the same level of authority.</p> <p><b>Assigned</b> – Intended to be used for a specific purpose. Intent can be expressed by City Commission or someone to whom authority has been delegated.</p> <p><b>Unassigned</b> – Unrestricted and available to appropriate.</p>	<ul style="list-style-type: none"> <li>• General Fund Balances are maintained in this budget in accordance with the City’s fund balance policies.</li> <li>• The General Fund balance is projected to decrease by \$2,925,000 in 2017.</li> <li>• There continues to be significant accumulation of resources in our Debt Service funds associated with the prepayment of special assessments.</li> <li>• A schedule of projected changes in governmental fund balances is included in the following pages by fund type. Capital project funds have been excluded since they are not required to be included in the budget pursuant to North Dakota budget law.</li> </ul>

Fund Description	Fiscal Trends
<p>The General Fund accounts for all revenues and expenditures of the City of Fargo which are not accounted for in other funds and is the largest and most important operating fund.</p> <p>Our revenue sources include a diverse blend of taxes, licenses &amp; permits, intergovernmental revenues, charges for services, fines and forfeits, interest and other revenues.</p> <p>Major functional programs include General Governmental Services, Public Safety, Public Works, Public Health and Welfare, Recreation &amp; Culture, Public Transportation, General Support, and Capital Outlay.</p>	<ul style="list-style-type: none"> <li>• Budget strategy is focused on continuation of providing high quality services and lowering the budget growth and modest use of fund balance.</li> <li>• Property tax values continue to increase as a result of a high level of residential and commercial construction. We expect this trend to continue.</li> <li>• State revenues have decreased significantly due to the slow-down in the North Dakota's economic conditions.</li> <li>• Construction activity and building permit revenues remain strong. Single family home construction is exceeding last year's pace by about 50%.</li> <li>• There are consistent demands upon our allocable resources for items related to growth such as municipal facilities, staffing and operational costs.</li> <li>• General Fund balance goals will be maintained in accordance with our fund balance policies.</li> </ul>

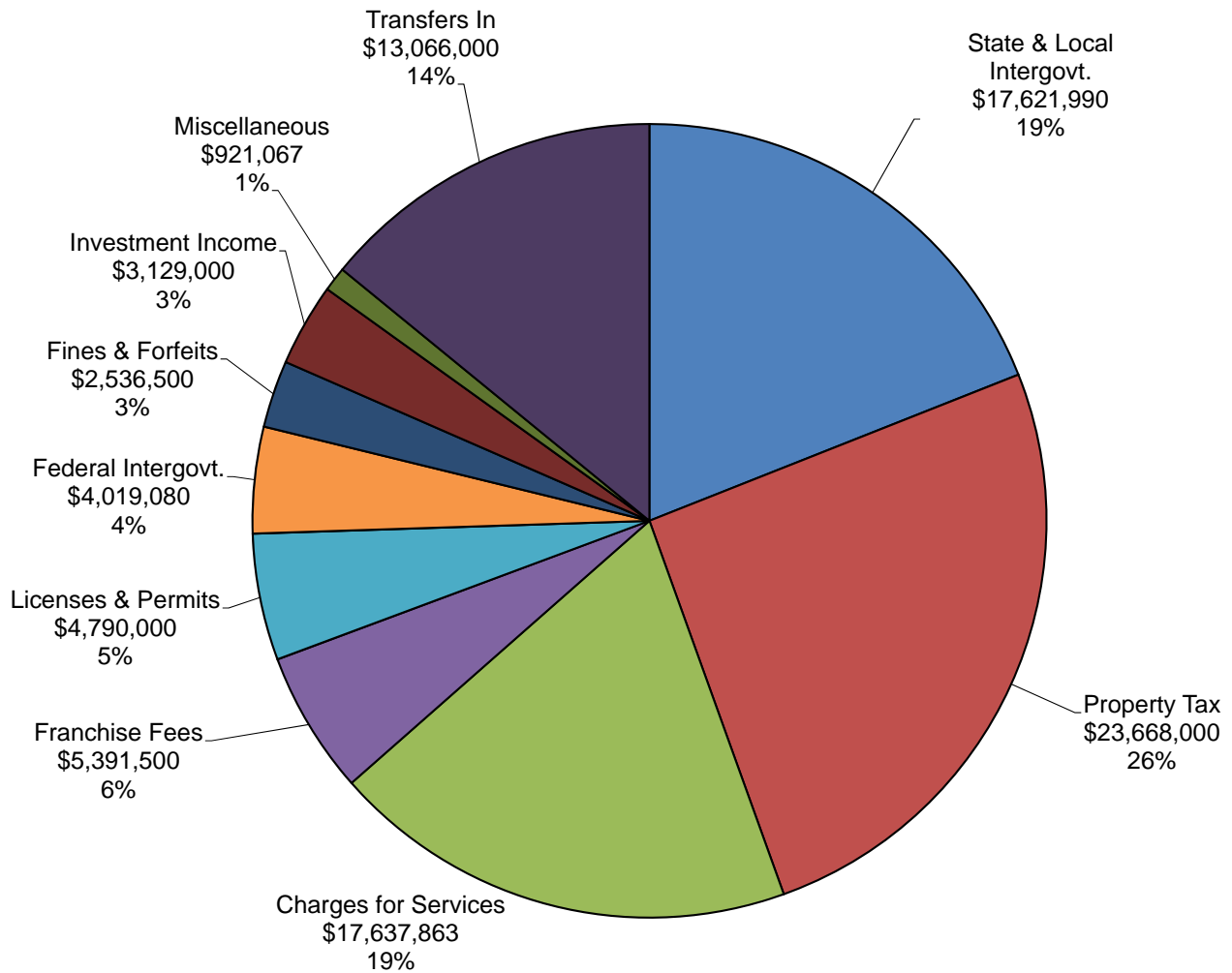


**CITY OF FARGO, NORTH DAKOTA  
GENERAL FUND  
2017 BUDGET SUMMARY  
(NDCC 40-40 Compliance Format)**

<b>2016</b>		
Fund Balance, Beginning of Year	\$	39,176,052
Original Budgeted Resources		94,295,000
Revenue Revisions Approved Y-T-D		485,741
Mid-Year Revenue Adjustment Recommendations		(507,000)
<b>REVISED RESOURCES AVAILABLE</b>		<b>94,273,741</b>
Original Budget Expenditures & Transfers		(94,115,000)
Year End Budget Carryovers		(1,592,390)
Other Budget Amendments		(664,424)
Mid Year Expenditure Adjustments		(60,000)
<b>REVISED EXPENDITURES AND TRANSFERS</b>		<b>(96,431,814)</b>
Intra-fund Transfer		(700,000)
<b>2017:</b>		
Projected Fund Balance, Beginning of Year	use of fund balance \$ (2,858,073)	\$ 36,317,979
<b>PROJECTED REVENUES &amp; TRANSFERS</b>		<b>91,581,000</b>
<b>TRANSFER IN FROM REVENUE STABILIZATION FUND</b>		<b>1,200,000</b>
Projected Resources Available In 2017		129,098,979
<b>PROJECTED EXPENDITURES &amp; TRANSFERS</b>		<b>(95,706,000)</b>
Intra-fund Transfer		(1,200,000)
Projected Fund Balance - December 31, 2017	use of fund balance \$ (4,125,000)	\$ 32,192,979
<b>Summary 2017 Totals</b>		
Total Resources	\$	92,781,000
Total Expenditures & Transfers		(95,706,000)
General Fund Projected Budget Surplus or (Deficit)	\$	(2,925,000)

# CITY OF FARGO, ND

## 2017 GENERAL FUND BUDGETED REVENUES



Total Budgeted Revenues = \$92,781,000

**CITY OF FARGO, NORTH DAKOTA  
GENERAL FUND REVENUE ANALYSIS  
BY SOURCE**

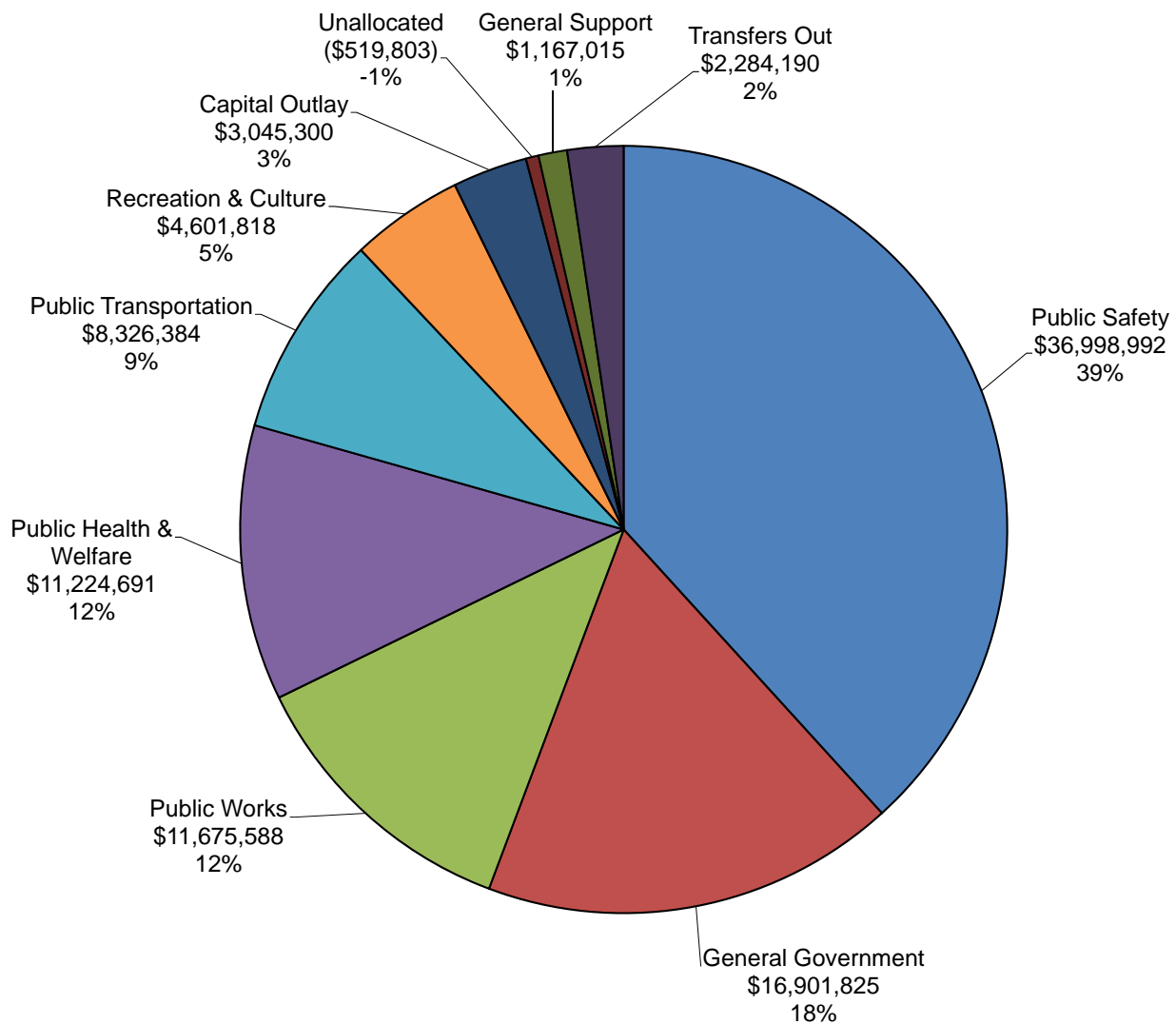
<b>Revenue Source</b>	<b>2016 Approved Budget</b>	<b>2017 Approved Budget</b>	<b>\$ Change</b>	<b>% Change</b>
Property Taxes	\$ 21,936,000	\$ 23,668,000	\$ 1,732,000	7.9%
Franchise Fees	5,332,000	5,391,500	59,500	1.1%
Licenses & Permits	4,580,000	4,790,000	210,000	4.6%
Federal Grants	3,873,000	4,019,080	146,080	3.8%
State Share Revenues	23,248,000	16,191,317	(7,056,683)	-30.4%
Local Grant Revenues	1,397,000	1,430,673	33,673	2.4%
Charges for Services	17,217,850	17,637,863	420,013	2.4%
Fines	2,641,000	2,536,500	(104,500)	-4.0%
Interest	1,957,000	3,129,000	1,172,000	59.9%
Miscellaneous	1,117,150	921,067	(196,083)	-17.6%
Transfers In	10,996,000	13,066,000	2,070,000	18.8%
<b>Totals</b>	<b>\$ 94,295,000</b>	<b>\$ 92,781,000</b>	<b>\$ (1,514,000)</b>	<b>-1.6%</b>

**CITY OF FARGO, NORTH DAKOTA**  
**GENERAL FUND RESOURCES TRENDS**

<b>REVENUE SOURCES</b>	<b>2013 ACTUAL</b>	<b>2014 ACTUAL</b>	<b>2015 ACTUAL</b>	<b>2016 APPROVED BUDGET</b>	<b>2017 APPROVED BUDGET</b>
<b>Property Tax</b>	\$ 20,328,451 25.4%	\$ 21,009,268 25.1%	\$ 20,395,061 24.8%	\$ 21,936,000 26.3%	\$ 23,668,000 29.7%
<b>Franchise Fees</b>	4,789,000 6.0%	5,177,263 6.2%	4,943,428 6.0%	5,332,000 6.4%	5,391,500 6.8%
<b>Licenses &amp; Permits</b>	3,672,167 4.6%	7,224,633 8.6%	4,990,708 6.1%	4,580,000 5.5%	4,790,000 6.0%
<b>Federal Intergovt.</b>	4,603,373 5.8%	4,603,373 5.5%	4,325,830 5.3%	3,873,000 4.6%	4,019,080 5.0%
<b>State &amp; Local Intergovt.</b>	23,849,002 29.8%	20,221,659 24.2%	21,285,924 25.9%	24,645,000 29.6%	17,621,990 22.1%
<b>Charges for Services</b>	16,883,991 21.1%	19,161,378 22.9%	20,609,014 25.1%	17,217,850 20.7%	17,637,863 22.1%
<b>Fines &amp; Forfeits</b>	2,458,979 3.1%	2,265,238 2.7%	2,443,652 3.0%	2,641,000 3.2%	2,536,500 3.2%
<b>Investment Income</b>	2,320,162 2.9%	2,724,205 3.3%	2,117,194 2.6%	1,957,000 2.3%	3,129,000 3.9%
<b>Miscellaneous</b>	1,067,674 1.3%	1,152,319 1.4%	1,144,199 1.4%	1,117,150 1.3%	921,067 1.2%
<b>Total Revenues</b>	\$ 79,972,799 100.0%	\$ 83,539,336 100.0%	\$ 82,255,010 100.0%	\$ 83,299,000 100.0%	\$ 79,715,000 100.0%
<b>Operating Transfers In</b>	10,099,874	9,744,167	10,505,282	10,996,000	13,066,000
<b>Total Revenues &amp; Transfers In</b>	\$ 90,072,673	\$ 93,283,503	\$ 92,760,292	\$ 94,295,000	\$ 92,781,000

# CITY OF FARGO, ND

## 2017 GENERAL FUND BUDGETED EXPENDITURES



Total Budgeted Expenditures = \$95,706,000

**CITY OF FARGO, NORTH DAKOTA  
GENERAL FUND EXPENDITURES  
BY CATEGORY**

Expense Category	2016 Approved Budget	2017 Divisional Requests	2017 Approved Budget	% of Total	Change from 2016 Approved Budget to 2017 Approved Budget	
					\$	%
Salaries	\$ 46,254,137	\$ 50,935,453	\$ 48,830,866	47%	\$ 2,576,729	5.6%
Benefits	16,397,418	17,071,404	17,616,445	17%	1,219,027	7.4%
Other Services	9,844,388	11,315,510	10,421,095	10%	576,707	5.9%
Capital Outlay	7,166,000	10,009,929	3,045,300	3%	(4,120,700)	-57.5%
Major Cost Categories	79,661,943	89,332,296	79,913,706	76%	251,763	0.3%
Transfers	1,794,000	1,859,000	2,284,190	2%	490,190	27.3%
Energy	3,132,019	3,173,495	3,173,495	3%	41,476	1.3%
Repairs and Maintenance	3,371,357	3,582,841	3,537,741	3%	166,384	4.9%
General Supplies	2,525,976	2,673,861	2,643,861	3%	117,885	4.7%
Miscellaneous	1,043,243	1,075,318	1,075,318	1%	32,075	3.1%
Travel & Education	782,576	833,379	831,379	1%	48,803	6.2%
Insurance	609,947	634,527	634,527	1%	24,580	4.0%
Communications	492,971	495,301	495,301	0%	2,330	0.5%
Rentals	370,758	742,222	742,222	1%	371,464	100.2%
Advertising and Printing	283,910	348,660	291,160	0%	7,250	2.6%
Major Supplies	44,200	61,000	61,000	0%	16,800	38.0%
Debt Service	2,100	52,100	22,100	0%	20,000	0.0%
Minor Cost Categories	14,453,057	15,531,704	15,792,294	15%	1,339,237	9.3%
<b>Totals</b>	<b>\$ 94,115,000</b>	<b>\$ 104,864,000</b>	<b>\$ 95,706,000</b>	<b>91%</b>	<b>\$ 1,591,000</b>	<b>1.7%</b>



**CITY OF FARGO, NORTH DAKOTA**  
**GENERAL FUND EXPENDITURES AND TRANSFERS**

<b>FUNCTIONAL COST CATEGORY</b>	<b>2013 ACTUAL</b>	<b>2014 ACTUAL</b>	<b>2015 ACTUAL</b>	<b>2016 APPROVED BUDGET</b>	<b>2017 DIVISIONAL REQUESTS</b>	<b>2017 APPROVED BUDGET</b>
<b>General Government</b>	\$ 13,227,490 17.2%	\$ 14,255,796 17.6%	\$ 15,087,608 17.6%	\$ 15,929,468 17.3%	\$ 16,839,582 16.3%	\$ 16,901,825 18.1%
<b>Public Safety</b>	29,191,990 37.8%	31,097,859 38.4%	33,326,475 38.9%	34,929,918 37.8%	35,964,546 35.0%	36,998,992 39.7%
<b>Public Works</b>	8,989,463 11.7%	9,646,066 11.9%	9,716,904 11.3%	11,214,525 12.1%	11,534,828 11.2%	11,675,588 12.5%
<b>Public Health &amp; Welfare</b>	9,487,094 12.3%	9,647,197 11.9%	10,412,765 12.2%	10,692,534 11.6%	11,093,511 10.8%	11,224,691 12.0%
<b>Recreation &amp; Culture</b>	4,095,944 5.3%	4,364,445 5.4%	4,390,993 5.1%	4,353,070 4.7%	4,504,696 4.4%	4,601,818 4.9%
<b>Unallocated</b>	- 0.0%	- 0.0%	- 0.0%	(806,303) -0.9%	2,912,270 2.8%	(519,803) -0.6%
<b>Public Transportation</b>	7,032,387 9.1%	7,162,185 8.8%	7,031,084 8.2%	7,821,638 8.5%	8,982,623 8.7%	8,326,384 8.9%
<b>General Support</b>	1,214,200 1.6%	1,000,608 1.2%	1,200,135 1.4%	1,020,150 1.1%	1,163,015 1.1%	1,167,015 1.2%
<b>Capital Outlay</b>	3,832,405 5.0%	3,896,102 4.8%	4,504,952 5.3%	7,166,000 7.8%	10,009,929 9.7%	3,045,300 3.3%
<b>Total Expenditures</b>	100.0% \$ 77,070,973	100.0% \$ 81,070,258	100.0% \$ 85,670,916	100.0% \$ 92,321,000	100.0% \$ 103,005,000	100.0% \$ 93,421,810
<b>Transfers Out to Other Funds</b>	13,805,590	8,263,795	5,143,362	1,794,000	1,859,000	2,284,190
<b>Total Expenditures and Transfers Out</b>	\$ 90,876,563	\$ 89,334,053	\$ 90,814,278	\$ 94,115,000	\$ 104,864,000	\$ 95,706,000

**CITY OF FARGO, NORTH DAKOTA  
2017 GENERAL FUND MID-YEAR BUDGET ADJUSTMENTS**

Adjustment Detail	Fund/Department	Type	Amounts	Account #	Reason For Adjustments
General Fund Revenue Adjustments:					
Municipal Highway Funds	General / Street & Eng.	IG	(2,000,000)	101-0000-335.10-00	State Aid Revenue Decline
State Aid Derived From Sales Tax	General / Unrestricted	IG	(4,000,000)	101-0000-335.21-00	State Aid Revenue Decline
HUB City State Aid	General / Unrestricted	IG	(200,000)	101-0000-335.15-00	State Aid Revenue Decline
Capital Project Administration	General / Engineering	CS	4,000,000	101-0000-348.05-10	Strong CIP and Infrastructure Demand
Capital Project Administration	General / Utilities	CS	1,000,000	101-0000-348.05-15	Strong CIP and Infrastructure Demand
Capital Project Administration	General / Flood Control	CS	(500,000)	101-0000-348.05-20	CIP Projection
Payroll Services	General / Charges	CS	18,000	101-0000-348.30-07	Payroll Services From FargoDome
Transit Bench Advertising	General / Charges	CS	(25,000)	101-0000-361-85-20	Contract Changes
Interest Income	General / Unrestricted	MS	500,000	101-0000-360.20-00	Strong CIP and Infrastructure Demand
Transfers In Other Funds	General / Transfers	TR	700,000	101-0000-391.10-00	Transfer From Revenue Stabilization
Total General Fund Revenues			\$ (507,000)		
General Fund Expenditure Adjustments:					
Worker's Compensation	General Support	GS	60,000	101-1040-505-25-00	Increased premiums
Total General Fund Expenditures			\$ 60,000		

**City of Fargo**  
**General Fund Revenue Projection Accuracy (In Millions)**  
**Summary of Last Ten Fiscal Years**

<b>Fiscal Year</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Final Results</b>	<b>Variance</b>	<b>Variance %</b>
2015	\$ 80.6	\$ 81.8	\$ 82.1	\$ 0.3	0.4%
2014	75.9	78.8	83.2	4.4	5.6%
2013	70.5	79.5	79.9	0.4	0.5%
2012	66.0	71.0	72.4	1.4	2.0%
2011	60.3	67.4	73.1	5.7	8.5%
2010	58.9	62.8	66.8	4.0	6.4%
2009	56.2	62.6	63.5	0.9	1.4%
2008	52.1	56.1	58.7	2.6	4.6%
2007	48.1	52.9	51.6	(1.3)	-2.5%
2006	49.7	51.6	49.7	(1.9)	-3.7%
<b>Ten Year</b>	<b>\$ 618.3</b>	<b>\$ 664.5</b>	<b>\$ 681.0</b>	<b>\$ 16.5</b>	<b>2.5%</b>

**Analysis Notes:**

Larger variances shown in 2010 and 2011 are a result of rapidly increasing State intergovernmental revenues derived from a very strong North Dakota economy which were unprecedented and very difficult to predict.

Larger variance shown in 2014 was the result of a record year for building permits issued. The total value of building permits issued was \$1.012 billion which is an all time record for the City. There was also a large increase in charges for services due to a large volume and demand for infrastructure in new housing developments.

Data has been extracted from audited financial statements which are posted online @ [www.cityoffargo.com](http://www.cityoffargo.com)

Description of Service Provided	Current or Emerging Issues
<p>The City Administrator serves in the lead staff position responsible for policy and overall operations of the City and is the primary liaison between Departments and the City Commission. The City Administrator is an appointed position. Services include providing leadership, direction and ongoing support for City operations in addition to representing the City on several other Agencies or Authorities including:</p> <p><b>External:</b>            FM Diversion Authority            Lake Agassiz Water Authority            North Dakota Water Coalition            Fargodome Building Committee            Metropolitan Council of Governments            Red River Valley Dispatch Center            Local Governmental &amp; Educational Units</p> <p><b>Internal:</b>            Budget Team, Public Works Evaluation, Personnel Evaluation, Utilities, CDBG, Building Authority, Emergency Management, Chair of Mayor's Cabinet, and other ad hoc committees assigned by the Mayor and City Commissioners.</p>	<p>In 2016, a reorganization of the City Administrator's Office occurred which added an assistant position as a new FTE. As a result, Michael Redlinger was competitively selected as the City's first Assistant City Administrator. The day-to-day departmental administrative duties have been divided in to portfolio assignments shared between the City Administrator and Assistant City Administrator.</p> <p>Major issues in 2017 are anticipated to include the following:</p> <p>FM Diversion            In-City Flood Protection            Red River Valley Water Supply Project            City Hall Construction Project            Civic Plaza Development            Civic Center Renovation/Replacement Project            Downtown Parking            Downtown Redevelopment            City Center Comprehensive Plan            Southside Area Planning            Police Department Headquarters            Water Plant Expansion            Wastewater Plant Expansion            Solid Waste Landfill Expansion            Regionalization of Services            Public Safety Staffing            Etc.</p>

## City Administrator

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 131,087	\$ 181,919	\$ 183,163	\$ 317,630
Benefits	25,367	42,449	42,752	74,129
Other Services	35,425	15,200	15,200	50,200
Repairs and Maintenance	-	500	500	500
Rentals	-	-	-	-
Insurance	664	730	730	730
Communications	952	1,400	1,400	1,400
Advertising and Printing	-	1,900	1,900	1,900
Travel & Education	6,422	13,550	13,550	15,700
Energy	-	-	-	-
General Supplies	218	5,100	5,100	7,600
Major Supplies	-	-	-	-
Miscellaneous	75	1,050	1,050	2,500
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 200,210	\$ 263,798	\$ 265,345	\$ 472,289
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	1	1	2	2
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
<b>TOTAL</b>	1	1	2	2

Description of Service Provided	Current or Emerging Issues
<p>The Human Resources Department is responsible for the direction of all human resource programs including the following:</p> <ul style="list-style-type: none"> <li>• Recruiting and Promotional Processes</li> <li>• New Employee Orientation</li> <li>• Compensation</li> <li>• Job Classification</li> <li>• Job Descriptions</li> <li>• Benefit Administration</li> <li>• Payroll Employee Maintenance</li> <li>• Policy Development</li> <li>• Performance Management</li> <li>• Employee Relations</li> <li>• Safety and WSI Administration</li> <li>• Training and Development</li> <li>• Compliance with Federal, state and local laws and regulations.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Benefit and Leave Administration</b> Based on pension eligibility projections, increased Affordable Care Act (ACA) Compliance requirements and the workload associated with leave of absences, the need for a Benefit and Leave Coordinator has become more evident. The development of a coordinator role would allow the HR Generalists to work more closely with their primary departments on employee engagement, employee relations, recruitment, performance management and succession planning.</li> <li>• <b>Employee Engagement</b> A critical need exists to begin to measure the level of engagement and satisfaction for City of Fargo employees through an employee engagement survey. The survey results would give administration, HR and department heads the data needed to determine focus areas for continuous improvement in the employment experience.</li> <li>• <b>Employee Health Program</b> In collaboration with the health department, the HR Team will continue to develop the City of Fargo Employee Health Program including the addition of a Medical Consultant who will conduct pre-placement medical examinations.</li> </ul>

#### Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Total Employees	1,070	1,805	1,850
Total Positions Posted	122	130	150
Total Applicants	3,043	3,200	3,400
Employment Actions Processed	1,302	530	560

## Human Resources

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 431,583	\$ 503,398	\$ 495,601	\$ 564,369
Benefits	124,702	146,039	146,905	168,253
Other Services	127,512	144,760	144,760	164,010
Repairs and Maintenance	-	-	-	-
Rentals	8,439	9,506	9,506	9,506
Insurance	2,219	2,185	2,185	2,185
Communications	1,207	3,110	3,110	5,810
Advertising and Printing	31,443	33,000	33,000	34,000
Travel & Education	34,091	58,325	58,325	58,325
Energy	-	-	-	-
General Supplies	6,922	5,877	5,877	5,877
Major Supplies	-	-	-	-
Miscellaneous	38,668	77,500	77,500	77,500
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 806,786	\$ 983,700	\$ 976,769	\$ 1,089,835
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	6	7	7	7
Part Time Benefited	-	-	-	1
Contracted Employees	-	-	-	-
<b>TOTAL</b>	6	7	7	8

Description of Service Provided	Current or Emerging Issues
<p>The Information Services Department provides technology innovations, solutions, services, and support to all City of Fargo Departments and the Red River Regional Dispatch Center. IS also provided the same services to the Family HealthCare.</p> <p>The major services delivered are:</p> <ul style="list-style-type: none"> <li>• Support end users with the Helpdesk services to all technology needs.</li> <li>• Maintain and support hardware and software systems and lifecycle deployments.</li> <li>• Administer network infrastructure, servers, phone and deliver expansion for growth.</li> <li>• Manage the systems and software of all departments, including off-the-shelf and custom build software, integrations and data.</li> <li>• Manage and support the Public Safety software system used by all law enforcement and fire agencies in Cass and Clay Counties.</li> <li>• Lead and design custom built software solutions for internal business process and public services.</li> <li>• Provide, maintain and analyze GIS solutions, maps, aerial imagery, and data sets used throughout the city and regional area for city, regional, state, and federal projects.</li> <li>• Support and maintain the H.T.E. Accounting system on the IBM midrange platform.</li> <li>• Plan and support the technology needs for all city departments, the dispatch center, and Family HealthCare.</li> </ul>	<ul style="list-style-type: none"> <li>• Managing Tablets and Smart Phones.</li> <li>• Mobility of applications and access to software.</li> <li>• Security for the mobile trending workplace.</li> <li>• Cloud/Software-as-a-Service (SAAS) services and solutions changing the software being used and solutions being provided.</li> <li>• Increase dependency on GIS information and applications to support workflow processes in the field.</li> <li>• Data Privacy/Transparency.</li> <li>• Increased demands for greater bandwidth (both wireless and wired).</li> </ul>

## Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Help Desk Tickets	10,145	10,607	11,085
Personal Computing Devices	1,584	1,645	1,710



## Information Services

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 1,421,816	\$ 1,531,575	\$ 1,535,942	\$ 1,609,676
Benefits	444,743	501,864	501,623	487,719
Other Services	22,030	21,000	21,000	21,000
Repairs and Maintenance	734,913	776,392	776,392	876,392
Rentals	-	1,000	1,000	1,000
Insurance	7,256	5,895	5,895	5,895
Communications	141,563	85,560	85,560	85,560
Advertising and Printing	-	-	-	-
Travel & Education	22,637	36,000	36,000	36,000
Energy	864	1,443	745	1,443
General Supplies	15,075	19,000	19,000	19,000
Major Supplies	-	-	-	-
Miscellaneous	1,750	4,550	4,550	4,550
Capital Outlay	112,107	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 2,924,754	\$ 2,984,279	\$ 2,987,707	\$ 3,148,235
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	22	24	24	24
Part Time Benefited	1	-	-	-
Contracted Employees	-	-	-	-
<b>TOTAL</b>	23	24	24	24

Description of Service Provided	Current or Emerging Issues
<p>The Manager of Communications and Public Affairs provides <b>proactive administrative and technical assistance</b> to the Mayor, Commissioners, department heads &amp; the media. The office also plans, coordinates and provides management direction to other departmental public information officers (PIOs) regarding the timely dissemination of information.</p> <p>Communications and Public Affairs oversees <b>external communications</b> for the City of Fargo, including media relations, multimedia promotional campaigns, the City websites, overall web presence, social media outlets, branding, organizational communication policies, printed publications and the operation of government access television channels.</p> <p>The office also manages <b>internal communications</b>, including the quarterly employee newsletter, the intranet site, electronic communications and printed publications. It also maintains the City's <b>crisis communication plan</b> and directs communications efforts across departments during City emergencies.</p> <p><b>Major services delivered include:</b></p> <ul style="list-style-type: none"> <li>• Employee outreach</li> <li>• Citizen engagement</li> <li>• Media relations</li> <li>• Promotional campaigns</li> <li>• City websites</li> <li>• 'FargoOne' Mobile app</li> <li>• Social media</li> <li>• Communication policies</li> <li>• Publications</li> <li>• Operation of government access television channels</li> <li>• Creation of educational videos</li> </ul>	<ul style="list-style-type: none"> <li>• The development of the <b>new content management system (CMS)</b> for the City's website has been completed by the IS Department and user testing is currently underway. In the fall of 2016, individual departments will begin the task of content generation and input within the new CMS. The goal is to have the new website launched by the end of 2016/early 2017. The new site will look completely different and include several new features, such as the following: intuitive information architecture, a unified calendar of public meetings, graphically-appealing layouts, a version designed for mobile users, language translation services and adjustable font sizes.</li> <li>• A <b>new City logo and slogan</b> were unveiled in June 2016. A process is currently underway to craft the overall strategy for the City of Fargo to effectively and uniformly implement this new brand.</li> <li>• <b>FargoOne</b>, the citizen reporting application powered by PublicStuff, has been in place for a little over a year. The response from those citizens using the app have been very positive. Additional training for City staff members will be undertaken in the fourth quarter of 2016 to answer outstanding operational questions and to ensure the system is being utilized to its full potential. Further marketing efforts will be undertaken in 2017 to promote the service to the public.</li> <li>• The Engineering Department recently contracted with an external marketing firm for <b>Public Information Coordinator (PIC)</b> services to assist with outreach surrounding several road construction projects in the metro. This contract is being jointly overseen by Engineering and Communications/Public Affairs.</li> <li>• Additional methods of successfully disseminating information to the public are constantly being evaluated. A request has been made in the 2017 budget to fund a <b>text and email alerts program</b> that departments would utilize to send information to citizens who subscribe for the service.</li> <li>• Funding to <b>diversify and expand the programming content</b> of the City's public access channels has been requested for 2017 to generate additional viewership of the stations.</li> </ul>

### Operational Measures

Description	2013 Actual	2014 Actual	2015 Actual
Website Hits	1,269,295	1,272,993	1,378,527
Users	716,763	745,192	759,584

## Public Information

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 104,900	\$ 110,447	\$ 107,857	\$ 149,772
Benefits	23,227	24,745	24,933	36,214
Other Services	15,695	40,000	40,000	52,400
Repairs and Maintenance	-	-	-	-
Rentals	-	-	-	-
Insurance	345	730	730	730
Communications	-	-	-	1,250
Advertising and Printing	693	450	450	1,200
Travel & Education	1,159	3,970	3,970	7,720
Energy	-	-	-	-
General Supplies	338	-	-	1,000
Major Supplies	-	-	-	-
Miscellaneous	1,854	15,000	15,000	15,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 148,211	\$ 195,342	\$ 192,940	\$ 265,286
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	2	2	2	2
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
<b>TOTAL</b>	2	2	2	2

Description of Service Provided	Current or Emerging Issues
<p>General legal services – upon request by all departments and elected officials</p> <p><b>Litigation oversight:</b></p> <ul style="list-style-type: none"> <li>• Coordinate and support legal defense of claims against (and by) the city</li> <li>• NDIRF covers most claims (Serkland)</li> </ul> <p><b>Additional affiliated or related services (billed separately):</b></p> <ul style="list-style-type: none"> <li>• Diversion Authority</li> <li>• Bond Counsel services</li> <li>• FargoDome Authority</li> <li>• FM HRA</li> <li>• RRRDC</li> </ul>	<ul style="list-style-type: none"> <li>• With respect to City "general" legal services, no significant changes are anticipated.</li> <li>• With respect to City "extra" legal services provided, the transition that occurred on the Diversion Project has been beneficial for the management of demands for legal services from City Attorney office. City Attorney office will continue to oversee City's interests and Diversion Authority's interests in Diversion Project, of course.</li> <li>• Significant development and growth of the city generates commensurate demand for legal services by city departments and elected officials.</li> </ul>

## City Attorney

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-
Other Services	571,620	528,000	528,000	545,000
Repairs and Maintenance	-	-	-	-
Rentals	-	-	-	-
Insurance	-	-	-	-
Communications	-	-	-	-
Advertising and Printing	-	-	-	-
Travel & Education	-	-	-	-
Energy	-	-	-	-
General Supplies	-	-	-	-
Major Supplies	-	-	-	-
Miscellaneous	-	-	-	-
Capital Outlay	-	-	-	-
Claims	919,845	-	-	20,000
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 1,491,465	\$ 528,000	\$ 528,000	\$ 565,000

Description of Service Provided	Current or Emerging Issues
<p>Prosecution of all violations of city ordinance in Municipal Court and Cass County District Court (occasional appeals to ND Supreme Court)</p> <p><b>Includes:</b></p> <ul style="list-style-type: none"> <li>• Code enforcement</li> <li>• Health Department matters (tobacco compliance and alcohol serving compliance)</li> <li>• Limited advising of police officers</li> </ul>	<ul style="list-style-type: none"> <li>• Succeeded in optimizing city's share of fines by remanding virtually 100% of cases from District Court back to Municipal Court. (City keeps 100% of fines when paid into Municipal Court and only 20% of fines when paid into District Court.)</li> <li>• Numbers still down- traffic ticket numbers and more serious driving violations down</li> <li>• Last year we replaced loss of all existing lawyers in prosecution office with single fulltime prosecutor (Casey W. Moen) and with assistance from contracted lawyers (Lan Mclean and Dan Phillips) as well as some assistance from City Attorney office. Salary and hourly-rate adjustments needed.</li> <li>• MARCY'S LAW, if approved by voters, will likely have substantial impact on need for additional human resources in our office perhaps a \$25,000 to \$75,000 additional annual cost.</li> <li>• Reduced 2016 budget by \$71,000 from \$327,000 in prior year to \$256,000 as a result of cost-saving measures implemented. So far in 2016, we have been able to stay within budget.</li> </ul>

## Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
City Prosecution	\$300,352	\$256,730	\$276,900

## City Prosecution

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-
Other Services	298,873	256,000	256,000	276,000
Repairs and Maintenance	-	-	-	-
Rentals	-	-	-	-
Insurance	829	730	730	900
Communications	-	-	-	-
Advertising and Printing	-	-	-	-
Travel & Education	-	-	-	-
Energy	-	-	-	-
General Supplies	-	-	-	-
Major Supplies	-	-	-	-
Miscellaneous	100	-	-	-
Capital Outlay	550	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 300,352	\$ 256,730	\$ 256,730	\$ 276,900

Description of Service Provided	Current or Emerging Issues
<p>The City of Fargo constructed a 4,500 seat baseball stadium located on the campus of North Dakota State University (NDSU). It is the home of the FM-Redhawks baseball team, a member of the Northern League.</p> <p>The stadium is also leased to North Dakota State University for use by their college baseball program.</p> <p>The original cost of the stadium was \$5.2 million and this cost has been recovered by stadium suite rentals pursuant to a lease agreement with Fargo Baseball, LLC.</p> <p>This recreational and entertainment facility continues to provide top quality events for our citizens to enjoy during the summer season.</p>	<p>Maintenance costs are trending higher due to the age of the facility that was built in 1995. A more formalized capital improvement plan will be developed in the future.</p> <p>A Stadium Management Committee structure is currently being organized to oversee the operations and interaction with Stadium stakeholders.</p>

## Operational Measures

Description	2014 Actual	2015 Actual	2016 Expected
Number of Seats	4,422	4,422	4,422
RedHawks Attendance	189,796	187,099	186,000



## Baseball Stadium

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-
Other Services	-	10,000	10,000	5,000
Repairs and Maintenance	-	35,900	35,900	59,900
Rentals	-	-	-	-
Insurance	-	5,000	5,000	2,000
Communications	-	-	-	-
Advertising and Printing	-	-	-	-
Travel & Education	-	-	-	-
Energy	-	-	-	-
General Supplies	-	-	-	-
Major Supplies	-	-	-	-
Miscellaneous	-	2,000	2,000	2,000
Capital Outlay	-	25,000	25,000	25,000
Debt Service	-	2,100	2,100	2,100
Transfers	-	-	-	-
<b>TOTAL</b>	\$ -	\$ 80,000	\$ 80,000	\$ 96,000

Description of Service Provided	Current or Emerging Issues
<p>The Auditor's Office provides fiscal administration services in support of our governmental functions. It also provides services to the Red River Regional Dispatch Center and the FM Diversion Authority pursuant to fiscal services agreements.</p> <p>The major services delivered include:</p> <ul style="list-style-type: none"> <li>• General Accounting and Payroll</li> <li>• Budgeting</li> <li>• Capital Financing &amp; Debt Management</li> <li>• Comprehensive Annual Financial Report</li> <li>• Treasury Management</li> <li>• Insurance and Risk Management</li> <li>• Auditing and Financial Reporting</li> <li>• Special Assessments</li> <li>• City Utility Billing</li> <li>• Licenses &amp; Permits</li> <li>• Records Management</li> <li>• Defined Benefit Pension Administration</li> <li>• Financial Policy Development</li> <li>• Fiscal Agent for the FM Diversion</li> </ul>	<ul style="list-style-type: none"> <li>• Our 2017 budget request has been reduced by allocation of utility billing staff support directly to the utility funds.</li> <li>• GASB Standards number 67 &amp; 68 have been implemented in our CAFR to improve transparency with City administered pension funds.</li> <li>• There are several large capital projects active in 2016 including a new City Hall, demolition of the Centennial Hall, and several flood control projects.</li> <li>• We delivered our CAFR and related independent audit report with a clean opinion and no audit findings. We expect the same results going forward.</li> <li>• Changes have been made to our investment management strategies to enhance our investment income.</li> <li>• We received the GFOA Certificate of Excellence in Financial Reporting for the past 18 years.</li> <li>• We plan to submit the 2017 Budget to the GFOA Distinguished Budget Presentation Awards Program as this is the highest level of budget reporting.</li> </ul>

#### Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Vendor Checks Processed	8,500	8,500	8,500
Credit Card Payments	\$16 million	\$18 million	\$20 million
Number of Bond Issues	7	5	3
Number of Financial Documents Digitized	165,000	195,000	200,000

## City Auditor

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 1,015,176	\$ 1,047,798	\$ 1,056,327	\$ 951,263
Benefits	304,932	318,100	323,480	261,600
Other Services	124,787	84,500	84,500	82,400
Repairs and Maintenance	1,309	1,000	1,000	1,500
Rentals	2,261	1,820	1,820	2,600
Insurance	3,678	3,370	3,370	3,870
Communications	1,505	1,000	1,000	1,450
Advertising and Printing	7,048	3,000	3,000	10,000
Travel & Education	22,544	17,100	17,100	19,225
Energy	-	-	-	-
General Supplies	16,323	19,400	19,400	19,800
Major Supplies	-	-	-	-
Miscellaneous	784	1,000	1,000	1,000
Capital Outlay	475	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 1,500,822	\$ 1,498,088	\$ 1,511,997	\$ 1,354,708
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	15	15	15	12
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
<b>TOTAL</b>	15	15	15	12

Description of Service Provided	Current or Emerging Issues
<p>The Fargo Municipal Court has jurisdiction over criminal and non-criminal violations of Fargo City Ordinances. These include class B misdemeanors, infractions, and traffic violations (as defined by the Fargo Municipal Code) that occur within the City of Fargo.</p> <p>Municipal Court currently holds 5-6 court sessions per day on Tues, Wed and Thurs, and 1 session per day on Monday and Friday. Courtroom appearances can total over 100 per day.</p> <p>The Clerk's office is responsible for administration of court records according to state and local statute, rules and policies.</p> <p>The major services delivered include:</p> <ul style="list-style-type: none"> <li>• Court Case Management</li> <li>• Filing of Court Cases and Documents</li> <li>• Management of the Court Calendar</li> <li>• Court Policy Development</li> <li>• Court Sentence Programming</li> <li>• Monitoring of Court Sentences</li> <li>• Payments of Traffic Tickets</li> <li>• Fine Collection</li> <li>• Management of Warrants and Summons</li> <li>• Online access to court cases. Public terminal provides access to scanned court documents.</li> </ul>	<ul style="list-style-type: none"> <li>• Municipal Court recently migrated to the North Dakota Supreme Court's case management program. Ongoing collaboration with the Supreme Court to enhance features, and improve reporting and programming.</li> <li>• Continual research and interpretation of city and state laws and pending legislation, court rules, judicial system policies and court operations; determining any changes in operational procedures necessary to comply with law.</li> <li>• There is a trend toward alternative non-traditional payment methods. Municipal Court offers phone payments, online web based payments, debit and credit card payments, and traditional mail and window payments.</li> </ul>

## Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Warrants Issued	3,081	3,136	3,000
Total collections	\$1.7 million	\$1.7 million	\$1.7 million
Receipts Issued	21,198	20,000	21,000
Cases filed	22,254	21,000	22,000
# of Documents Filed and Scanned	116,161	122,092	120,000
Hearings Scheduled	17,428	17,888	17,500

## Municipal Court

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 417,071	\$ 433,599	\$ 438,219	\$ 443,851
Benefits	136,915	146,091	146,832	154,829
Other Services	203,040	203,344	203,344	227,450
Repairs and Maintenance	2,038	4,900	4,900	4,900
Rentals	-	30,000	30,000	-
Insurance	2,125	2,185	2,185	2,185
Communications	617	640	640	640
Advertising and Printing	1,133	1,500	1,500	1,500
Travel & Education	2,455	4,845	4,845	4,845
Energy	31,386	30,000	30,000	32,000
General Supplies	3,018	5,000	5,000	5,000
Major Supplies	-	-	-	-
Miscellaneous	76	3,100	3,100	3,100
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 799,874	\$ 865,204	\$ 870,565	\$ 880,300
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	7	7	7	7
Part Time Benefited	1	1	1	1
Contracted Employees	-	-	-	-
<b>TOTAL</b>	8	8	8	8

Description of Service Provided	Current or Emerging Issues
<p>Class B misdemeanors are the only offenses under Fargo Municipal Code subject to imprisonment. These carry a maximum imprisonment penalty of 30 days.</p> <p>Most offenses do not carry a minimum mandatory imprisonment. Mandatory sentencing means the Judge does not have the choice to impose a lesser sentence.</p> <p>Offenses requiring mandatory minimum imprisonment include:</p> <ul style="list-style-type: none"> <li>• Driving Under Suspension – suspension a result of a DUI requires 4 days’ imprisonment.</li> <li>• DUI – second offense within 7 years requires 10 days’ imprisonment.</li> </ul> <p>Incarceration services are provided by Cass County and Centre Inc. The City funds these costs from General Fund appropriation based upon incarceration service agreements in place.</p> <p>Centre Inc. provides minimum security incarceration at a lesser cost to the City than traditional jail. Centre inmates are sometimes assessed court costs if there is an indication that the person has the ability to pay, which further reduces the cost to the City.</p> <p>In-home electronic monitoring is an additional option which is self-pay by the defendant.</p>	<p>Current trends are to sentence first time offenders to incarceration at Centre or electronic monitoring. A majority of these include DUI and DUS sentences. Sentences served on electronic monitoring are generally of a short duration due to being self-pay in advance.</p> <p>The majority of sentences served in the Cass County Jail are repeat offenders and those arrested on warrants for failing to comply with their sentences.</p> <p>Changes in DUS laws will result in fewer convictions and fewer sentences of incarceration.</p>

## Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Days served in Cass County Jail	7,637	7,600	7,600
Days served in Centre Inc.	3,333	3,500	3,500
Days served on electronic monitoring	1,578	1,324	1,500

## Incarceration

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-
Other Services	822,479	767,000	767,000	820,000
Repairs and Maintenance	-	-	-	-
Rentals	-	-	-	-
Insurance	-	-	-	-
Communications	-	-	-	-
Advertising and Printing	-	-	-	-
Travel & Education	-	-	-	-
Energy	-	-	-	-
General Supplies	-	-	-	-
Major Supplies	-	-	-	-
Miscellaneous	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 822,479	\$ 767,000	\$ 767,000	\$ 820,000

Description of Service Provided	Current or Emerging Issues
<p>The City Assessor's Office is responsible for maintenance and circulation of all property ownership and legal description boundary information in the City of Fargo. The Assessor's Office also appraises the value of property in the city as well as administers all property tax exemptions.</p> <p>The major services delivered include:</p> <ul style="list-style-type: none"> <li>Assist the public in understanding and utilizing available tax exemptions.</li> <li>Provide property tax and valuation estimates to developers, real estate professionals, and taxpayers.</li> <li>Assist and coordinate valuation efforts of proposed projects for future development &amp; private/public financing concerns.</li> <li>Provide the legislature information on assessment valuation, procedure, and administration matters.</li> </ul> <p>Provide projected valuation information to local taxing jurisdictions for budgeting and levying purposes.</p>	<ul style="list-style-type: none"> <li>Ongoing legislative action relating to property tax levels and administration continue to evolve. This impacts the ability of our department to deliver services to the public.</li> <li>Functional support is ongoing to assist in assuring expedient and equitable property acquisitions in City and Diversion flood protection efforts.</li> <li>Staff turnover in the past few years has produced opportunities to evaluate and alter work processes creating positive, productive, and efficient outcomes.</li> <li>The recent increase in market valuations of properties has been more significant than ever before. This has significantly increased the value appeal workload. In response, cross training and alternative work processes are constantly being evaluated. Appraisal staff exposure to continuing educational offerings has also been increased.</li> </ul>

## Operational Measures

Description	2014 Actual	2015 Actual	2016 Projected
True & Full Property Valuation	\$10,818,566,700	\$11,946,935,000	\$13,284,450,300
True & Full Exempt Valuation	\$2,475,349,895	\$2,577,248,618	\$2,764,283,000
Taxable Valuation (% of T&F)	\$387,008,093	\$436,837,979	\$488,909,842
Estimated Property Taxes Generated	\$113,795,378	\$128,292,519	\$143,424,362
Estimated City Taxes Generated	\$20,221,173	\$22,824,784	\$25,545,539
Number of Parcels	34,278	35,194	35,477

- These amounts will differ somewhat due to timing of value estimates, mill levy calculations, and actual tax payments.
- Current year estimated taxes to be generated are based on the previous year certified mill levy.



## City Assessor

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 766,922	\$ 797,390	\$ 805,438	\$ 836,691
Benefits	244,865	256,387	258,723	255,327
Other Services	18,295	15,620	15,620	15,620
Repairs and Maintenance	-	6,700	6,700	6,700
Rentals	65,344	71,320	71,320	79,320
Insurance	4,163	4,505	4,505	4,505
Communications	-	160	160	160
Advertising and Printing	836	2,040	2,040	2,040
Travel & Education	19,279	22,180	22,180	24,480
Energy	7,237	16,893	15,913	16,893
General Supplies	12,948	13,100	13,100	18,100
Major Supplies	-	-	-	-
Miscellaneous	563	1,100	1,100	1,100
Capital Outlay	1,332	8,800	8,800	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 1,141,784	\$ 1,216,195	\$ 1,225,599	\$ 1,260,936
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	11	11	11	11
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
<b>TOTAL</b>	11	11	11	11

Description of Service Provided	Current or Emerging Issues
<p>General Support is a divisional cost center that pools costs that have not been allocated to other General Fund departmental budgets.</p> <p>Cost categories include worker's compensation, communications, auditing fees, banking fees, credit card fees, security services, automobile and animal impounding, insurance, investment management fees, office supplies, publishing and other administrative costs.</p> <p>This cost center is managed by the Finance Department.</p>	<ul style="list-style-type: none"> <li>Workers' compensation premiums are increasing by as a result of program changes including raising the base for which premiums are charged.</li> <li>The auditing services budget has been increased to allow for review of PILOT and other tax exemptions pursuant to a proposed change in City tax exemption policies.</li> <li>Legal publication costs have been increased for taxpayer notifications required by NDCC relating to our tax levies and related budget approval hearings.</li> <li>City staffs continue to refine our digital records management processes to reduce the cost of records administration. Staffs in the Auditor's Office are seeking records management certifications.</li> </ul>

## Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Workers Compensation Premiums	\$479,000	\$393,000	\$480,000
Insurance Costs	152,000	126,350	151,000
Credit Card Fees	64,000	65,000	44,000

## General Support

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ -	\$ -	\$ -	\$ -
Benefits	478,859	393,000	393,000	480,000
Other Services	393,692	328,800	388,800	361,800
Repairs and Maintenance	11,330	18,000	18,000	16,000
Rentals	-	-	-	-
Insurance	151,667	126,350	126,350	151,215
Communications	(1,022)	-	-	-
Advertising and Printing	53,327	54,000	54,000	63,000
Travel & Education	-	-	-	-
Energy	-	-	-	-
General Supplies	95,557	95,000	95,000	95,000
Major Supplies	-	-	-	-
Miscellaneous	3,136	5,000	5,000	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 1,186,546	\$ 1,020,150	\$ 1,080,150	\$ 1,167,015

Description of Service Provided	Current or Emerging Issues
<p>Buildings &amp; Grounds is in charge of maintaining seven downtown structures, five “off-campus” facilities, a Public Safety Building, and the Fargo Cass Public Health facility.</p> <p>At these locations staff takes care of the HVAC systems, plumbing, electrical, and mechanical. In addition inspections, testing, and service for alarm systems, sprinkler systems, emergency generators, fire extinguishers, and elevators are provided.</p> <p>Buildings &amp; Grounds employees oversee grounds keeping, sidewalks, and parking lots through the four seasons.</p> <p>Staff also assists one City Bus Terminal and seven Fire Stations with troubleshooting and consultations on maintenance related issues.</p> <p>Buildings &amp; Grounds is available for consultation with all City Departments regarding maintenance, roofs, asbestos, indoor air quality concerns, recommended vendors, etc.</p>	<p>Janitorial services that were previously provided under contract with Fargo Public Schools have been transitioned to our own janitorial staffing in 2016.</p> <p>Newer facilities are moving toward:</p> <ul style="list-style-type: none"> <li>• Rapidly changing electrical upgrades (LED’s, Ballasts, Auto Switches) resulting in higher initial costs but provide long life, low maintenance, and very high energy efficiency.</li> <li>• Compact, energy efficient boilers &amp; updated chiller systems.</li> <li>• Computerized HVAC monitoring systems.</li> </ul> <p>Our Planning Department has evaluated various energy saving strategies as a result of our work with building evaluations recently completed.</p>

### Operational Measures

Description	2015 Actual	2016 Expected	2017 Expected
Number of Buildings Serviced	13	13	15
Number of Full Time Employees	7	13	13
Building Repair Costs	175,000	210,000	283,000
Supplies	125,000	166,000	168,000
Energy	250,000	208,000	230,000

## Buildings & Grounds

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 407,600	\$ 467,037	\$ 458,191	\$ 594,079
Benefits	160,057	194,615	191,741	258,902
Other Services	459,159	664,140	664,140	457,040
Repairs and Maintenance	176,515	282,607	282,607	282,607
Rentals	3,000	10,700	10,700	10,000
Insurance	4,150	5,065	5,065	5,065
Communications	4,643	4,500	4,500	4,500
Advertising and Printing	-	-	-	-
Travel & Education	1,329	-	-	1,000
Energy	250,297	208,242	205,593	230,000
General Supplies	124,734	166,330	166,330	168,330
Major Supplies	-	-	-	-
Miscellaneous	7,478	8,500	8,500	11,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 1,598,962	\$ 2,011,736	\$ 1,997,367	\$ 2,022,523
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	7	7	13	13
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
<b>TOTAL</b>	7	7	13	13

Description of Service Provided	Current or Emerging Issues
<p><b>Land Use Planning</b> - Responsibilities include comprehensive planning, growth plans, park plans, and special plans, studies, and area plans.</p> <p><b>Development Review</b> – Responsibilities include review of applications for text amendments, map amendments, conditional use permits, variances, alternative access plans, and other applications provided for in the Land Development Code (LDC). Site plan reviews are done to check for compliance with the Land Development Code.</p> <p><b>Land Development Code Administration</b> – Responsibilities include providing information on regulations and procedures to developers, builders, and property owners, and enforcement of the code.</p> <p><b>Community Development Planning</b> – This includes the development of community development plans, housing plans, and neighborhood plans.</p> <p><b>Community Development Program Administration</b> – This is the administration and implementation of housing and community development programs funded by HUD programs.</p> <p><b>Downtown Development and Redevelopment</b> – Responsibilities consist of planning for and encouraging redevelopment. Programs include the Renaissance Zone program, storefront rehab/downtown projects, tax increment financing, and PILOT incentives.</p> <p><b>Parking</b> – This is the planning and management of the downtown parking system, including parking ramps, the Ground Transportation Center, and surface lots.</p> <p><b>Special Commissions &amp; Boards</b> – Staff support is provided to the Planning Commission, Community Development Committee, Historic Preservation Commission, Human Relations Commission, Native American Commission, Arts and Culture Commission, Fargo Youth Initiative, efargo and other special task forces.</p>	<ul style="list-style-type: none"> <li>• The growth of Fargo will require annexations, land use plans, and utility extensions to allow for future growth in the city.</li> <li>• The larger number of requests for development review may cause delays in their review. The volume of requests also delays land use planning and special studies.</li> <li>• Redevelopment and infill projects continue to gain interest as land value increases and availability of green fields decreases.</li> <li>• There is a greater interest in neighborhood planning and code enforcement from older neighborhoods.</li> <li>• Decreasing federal resources makes it more difficult to address community development and housing needs.</li> <li>• There is a growing interest in new buildings in downtown, as many underutilized buildings have been redeveloped. This will require more parking.</li> <li>• All downtown parking facilities are at capacity. One new parking facility is under construction, but it downtown will still be short of parking.</li> </ul>

## Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Planning Commission Cases	132	150	165
Site Plan Reviews	371	400	420
Parking Spaces in City Facilities	1,557	1,417	1,802

## Planning and Development

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 836,954	\$ 907,283	\$ 914,899	\$ 919,841
Benefits	233,842	269,068	267,588	261,666
Other Services	139,086	232,200	727,444	442,440
Repairs and Maintenance	-	-	-	-
Rentals	-	-	-	-
Insurance	3,380	2,695	2,695	2,430
Communications	1,707	2,400	2,400	1,800
Advertising and Printing	3,255	6,600	6,600	6,600
Travel & Education	25,750	21,750	21,750	24,250
Energy	174	242	90	-
General Supplies	1,997	2,000	2,000	2,000
Major Supplies	-	-	-	-
Miscellaneous	1,010	2,000	2,000	2,000
Capital Outlay	4,424	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 1,251,579	\$ 1,446,238	\$ 1,947,466	\$ 1,663,027
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	14	15	15	16
Part Time Benefited	1	1	1	2
Contracted Employees	-	-	-	-
<b>TOTAL</b>	15	16	16	18

Description of Service Provided	Current or Emerging Issues
<p>The Inspections Division provides code enforcement services through review of building plans and the issuance of permits of various types for construction approval. Types of permits issued include building construction, energy, electrical, plumbing, mechanical, and signs. This is a law enforcement function of the City.</p> <p>Services provided:</p> <ul style="list-style-type: none"> <li>• Review of commercial construction plans</li> <li>• Review of residential construction plans</li> <li>• Permit issuance</li> <li>• Construction inspections</li> <li>• Inspections of existing buildings – residential rentals</li> <li>• Inspections for junk and junked vehicle complaints</li> <li>• Interpretations of code requirements</li> <li>• Day care inspections</li> <li>• Complaint inspections &amp; response</li> <li>• Zoning Inspections</li> <li>• Certificate of Occupancy issuance</li> <li>• Records retention</li> <li>• Sign permits and sign code enforcement</li> </ul>	<p>An all-pervasive issue is the scope, diversity, and number of building projects coming into the community as well as the need to maintain the resources to provide the expected service in a manner that satisfies demand effectively and assures the continued safety of our built community. Increasing geographic distance adds to the complexity of providing inspections in the timely and thorough manner to which our customers and citizens are accustomed.</p> <p>Another current issue is maintenance of the city's stock of existing buildings through enforcement of its minimum standards.</p> <p>An increasing reliance on digital records requires more connectivity on the parts of our inspectors. New software allows customers to submit inspection requests on-line but more-flexible digital tools will be needed to offer the utility in permitting and payment that the public is coming to expect. We expect a new software system to be implemented in 2017.</p> <p>The area south of Interstate 94 and west of 45<sup>th</sup> Street will continue to develop rapidly with a wide variety of hotel, apartment, retail, and service industry projects intended to serve both the new hospital and the large amount of residential development in the southern end of the city.</p>

## Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Commercial Plan reviews	371	380	392
Permits (all types)	11,023	11,400	11,500
Inspections (all types)	27,558	28,000	29,000
Day care inspections	34	40	46
Apartment inspections	5,627 units	4,000 units	5,000 units
Vehicle removals	128	100	120



## Inspections

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 1,299,183	\$ 1,409,220	\$ 1,412,462	\$ 1,501,005
Benefits	443,955	479,577	485,552	513,306
Other Services	345,243	310,150	923,720	310,150
Repairs and Maintenance	165	500	500	500
Rentals	1,523	2,000	2,000	2,000
Insurance	8,710	8,565	8,565	8,565
Communications	16,479	17,000	17,000	17,000
Advertising and Printing	1,743	1,750	1,750	1,750
Travel & Education	25,292	32,500	32,500	32,500
Energy	19,846	23,075	17,110	23,075
General Supplies	7,114	8,000	8,000	8,000
Major Supplies	-	-	-	-
Miscellaneous	5,360	8,500	8,500	8,500
Capital Outlay	2,471	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 2,177,084	\$ 2,300,837	\$ 2,917,659	\$ 2,426,351
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	21	22	22	23
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
<b>TOTAL</b>	21	22	22	23

Description of Service Provided	Current or Emerging Issues
<p>Transit provides transportation services on the fixed route bus system and the complementary paratransit system (service for people with disabilities unable to navigate the fixed route system). Transit works closely with the Central Garage Department for inventory control, technicians, building maintenance, and bus washers; the Finance Department assists with grant management; the IS Department has been a critical resource. Overall, Transit's responsibilities fall into the following categories:</p> <ul style="list-style-type: none"> <li>• Provide safe, efficient mass transportation within the community.</li> <li>• Fiscally responsible management of local, state and federal funding.</li> <li>• Market the Transit system to attract choice riders and still serve needs of transit dependent.</li> <li>• Develop and maintain relationships with partners.</li> <li>• Demonstrate the technical capacity to provide grants administration and fiscal cash management.</li> <li>• Participate in program management and coordinated plans within the region and at the state levels.</li> <li>• Ensure adequate oversight of contractors and lessees.</li> <li>• Work closely with Maintenance to ensure proper oversight of federally funded assets.</li> <li>• Develop programs and guidelines to ensure compliance with ADA and Civil Rights (i.e. Title VI and DBE).</li> <li>• Procurement to ensure all local, state and federal requirements and certifications are met.</li> </ul>	<ul style="list-style-type: none"> <li>• The over-arching concern is the changes in funding from the Federal Transit Administration should the Fargo-Moorhead metro area reach the 200,000 population in the 2020 census. The funding is currently formula for operating which is 50/50 (federal/local share), should the population reach 200,000, funding for operating changes and the City needs to explore a Transit Authority concept to preempt funding changes and be prepared for funding change impacts.</li> <li>• The 5-year Transit Development Plan identified gaps in transit services and proposed various cost ranges of needs/improvements requiring attention.</li> <li>• An on-going concern is the lack of adequate administrative staffing to entirely address the needs of the Transit system. Existing staff has been able to minimally keep pace with all the requirements of the system. Additional staffing would foster a healthy growth of the Transit system and a more proactive approach. The administrative staff was increased by one position (Planner) in 2016, but had not increased since 2008 when the Mobility Manager position was moved from a half time position to a full time position.</li> <li>• Capital investments are struggling to keep pace with the growing system. The fixed route fleet and paratransit fleet status will be discussed in detail by Central Garage representatives. Please note access to discretionary funding for capital expenses has been drastically reduced.</li> <li>• The Metro Transit Garage (MTG) was built in late 2006. At the time, the facility was built 25% larger than the current need identified. This number has been exceeded and the MTG will require an expansion in the future.</li> </ul>

<ul style="list-style-type: none"> <li>• Satisfactory continuing control of all Transit assets.</li> <li>• Ensure public comment processes are followed for service and fare changes, Transit Plans and projects.</li> <li>• Ensure the federal criteria are met for fare structures.</li> <li>• Ensure there is an element of Safety and Security to the local Transit system.</li> <li>• Develop, adopt and implement a Drug &amp; Alcohol Policy which meets Federal Transit Requirements. This includes being responsible for the program and oversight of any contractors and lessees.</li> </ul>	<ul style="list-style-type: none"> <li>• The Ground Transportation Center (GTC) was built in 1984 and acts as the main hub/transfer center for both Fargo and Moorhead. Moving forward the GTC will require not only on-going upkeep, but given the state of disrepair of both the exterior and interior, a remodel project will be required to address the concerns.</li> <li>• Federal funding is now in a transportation bill, but the State funding is diminishing and unpredictable.</li> <li>• Fargo is a large regional destination for medical care, including the new regional Sanford medical complex opening in Fall 2017. As the population ages, transit becomes a viable option for residents and visitors. That aging population will be the largest generation to</li> </ul>
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### Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Fixed Route Ridership	1,600,610	1,600,000	1,750,000
Paratransit Ridership	51,462	51,000	51,000
Peak number of buses in service in Fargo- West Fargo.	37	39	39

## Transit Service Fixed Route

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 188,537	\$ 227,268	\$ 223,436	\$ 263,771
Benefits	61,935	83,218	80,536	85,341
Other Services	2,260,925	2,507,950	2,577,950	2,752,984
Repairs and Maintenance	5,043	5,200	5,200	7,000
Rentals	-	-	-	-
Insurance	147,663	121,782	121,782	121,782
Communications	15,913	16,200	16,200	18,000
Advertising and Printing	15,345	26,300	26,300	26,300
Travel & Education	11,849	14,950	14,950	18,950
Energy	2,208	1,890	1,890	1,890
General Supplies	346	1,100	1,100	2,800
Major Supplies	-	-	-	-
Miscellaneous	1,920	1,000	1,000	1,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 2,711,684	\$ 3,006,858	\$ 3,070,344	\$ 3,299,818
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	3	4	4	4
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
<b>TOTAL</b>	3	4	4	4

## Paratransit

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 98,075	\$ 128,844	\$ 130,023	\$ 118,853
Benefits	38,093	46,114	46,317	44,425
Other Services	682,384	782,587	782,587	782,000
Repairs and Maintenance	53	-	-	-
Rentals	-	-	-	-
Insurance	30,128	35,425	35,425	35,425
Communications	7,729	8,175	8,175	9,975
Advertising and Printing	-	-	-	-
Travel & Education	1,427	1,500	1,500	2,000
Energy	63,304	33,193	54,534	33,193
General Supplies	3,830	9,800	9,800	8,800
Major Supplies	-	-	-	-
Miscellaneous	213	1,000	1,000	1,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 925,236	\$ 1,046,638	\$ 1,069,361	\$ 1,035,671
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	3	3	3	3
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
<b>TOTAL</b>	3	3	3	3

## Ground Transportation Terminal

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-
Other Services	344,791	366,560	366,560	378,860
Repairs and Maintenance	37,980	24,000	24,000	31,000
Rentals	-	-	-	-
Insurance	2,115	3,180	3,180	3,180
Communications	-	-	-	-
Advertising and Printing	-	-	-	-
Travel & Education	-	-	-	-
Energy	34,218	24,819	24,819	24,819
General Supplies	9,661	19,000	19,000	17,000
Major Supplies	-	-	-	-
Miscellaneous	1,564	1,500	1,500	1,500
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 430,329	\$ 439,059	\$ 439,059	\$ 456,359

## Transit Planning

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 36,203	\$ 38,142	\$ 30,477	\$ 32,427
Benefits	10,194	10,934	11,007	11,537
Other Services	19,993	20,100	20,100	20,100
Repairs and Maintenance	-	-	-	-
Rentals	-	-	-	-
Insurance	-	-	-	-
Communications	-	-	-	-
Advertising and Printing	-	-	-	-
Travel & Education	-	-	-	-
Energy	-	-	-	-
General Supplies	-	-	-	-
Major Supplies	-	-	-	-
Miscellaneous	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 66,390	\$ 69,176	\$ 61,584	\$ 64,064

## Transit Maintenance Organization

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 70,857	\$ 61,220	\$ 58,189	\$ 65,270
Benefits	16,580	10,301	10,405	22,765
Other Services	659	4,000	4,000	2,200
Repairs and Maintenance	-	-	-	-
Rentals	-	-	-	-
Insurance	-	-	-	-
Communications	396	770	770	500
Advertising and Printing	4,067	8,500	8,500	6,000
Travel & Education	857	3,500	3,500	4,000
Energy	-	-	-	-
General Supplies	13	1,000	1,000	600
Major Supplies	-	-	-	-
Miscellaneous	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 93,429	\$ 89,291	\$ 86,364	\$ 101,335
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	1	1	1	1
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
<b>TOTAL</b>	1	1	1	1



## Transit Maintenance Facility

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 679,330	\$ 673,019	\$ 679,937	\$ 791,828
Benefits	211,139	229,241	230,362	274,953
Other Services	38,341	44,600	44,600	58,100
Repairs and Maintenance	937,714	920,204	920,204	920,204
Rentals	-	-	-	-
Insurance	10,905	9,120	9,120	9,120
Communications	8,495	12,500	12,500	18,500
Advertising and Printing	3,340	3,500	3,500	3,500
Travel & Education	1,551	4,700	4,700	6,700
Energy	863,143	1,207,482	638,571	1,216,482
General Supplies	31,963	44,000	44,000	47,500
Major Supplies	-	-	-	-
Miscellaneous	17,362	22,250	22,250	22,250
Capital Outlay	736	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 2,804,019	\$ 3,170,616	\$ 2,609,744	\$ 3,369,137
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	12	13	13	15
Part Time Benefited	2	2	2	2
Contracted Employees	-	-	-	-
<b>TOTAL</b>	14	15	15	17

Description of Service Provided	Current or Emerging Issues
<p><b>Engineering Services Division</b></p> <p>Support Platting Process with Technical Analysis of proposed plats</p> <p>Pre Development Support for Developers</p> <p>Site plan reviews</p> <p>Right of Way Acquisition, including permanent and temporary easements</p> <p>Annual Reporting</p> <p>Provides mapping support city-wide</p> <p>Surveying, building, and lawn grades, and sidewalk.</p> <p>Row of Way Occupancy and Encroachment Management including the development of appropriate agreement documents</p> <p>Excavation permitting</p> <p>Mapping Utility locations &amp; Providing field locates for City Owned Utilities</p> <p>New Development -Design and Construction Administration and Construction Inspection</p> <p>Oversight of Consultants that have been hired to perform Design, Construction Administration, and Construction Inspection of New Developments</p> <p>IT communication and software support</p>	<p>We continue to receive a significant number of requests for new developments. The outlook for 2017 at present is that this trend is continuing although we are seeing more construction on the northern edge of the City.</p> <p>With a significant number of plats and numerous infill projects, we have a high level of coordination for pre development meetings and site plan reviews. This has taken staff away from the normal design activities. The size and complexity of Site Plans has increased the time needed for staff review.</p> <p>Service provided for both new developments and reconstruction projects. Needs in this area have been escalating to keep up with the demand many duties have been pushed to the City Attorney's office.</p> <p>We have been working to provide some redundancy of ability within this area. We have started cross training additional staff to assist with the increased demands.</p> <p>Survey has been increasingly busy as we continue to support the elevations certificates for the new flood map along with the numerous construction projects and sidewalks, driveways, and rear yard grades. The city continues to provide survey the impacted properties for elevation certificates that they may need for insurance purposes.</p> <p>We have seen an increase in encroachment requests related to a heightened awareness by lenders requiring documentation of any encroachments found during alta surveys of property subject to mortgages.</p> <p>As construction activity grows permitting and locating responsibilities pick up as well. There has been a continuous demand for Right of Occupancy Requests associated with private utilities.</p> <p>In addition to the aggressive rollout of Mid Continent, which will continue into 2017, we hired 3 contract employees in 2014 to assist us in keeping up with the effort. We will need to keep these employees an additional year to assist with Mid Continent in 2017. We are also starting to see requests for new technology in our right of way that we are looking to write and ordinance for.</p>

Description of Service Provided	Current or Emerging Issues
	<p>We are seeing an increase in requests due to other construction projects including the in town levees associated with the Diversion and we will need an additional full time locator to continue to meet the demands of current construction along with continuous growth. We have not expanded our locating department since the inception of ONE CALL over 15 years ago.</p> <p>Driven by developer requests for infrastructure. We have bid \$7 Million of the estimated \$16 million of new development projects to date in 2016. This does not include carry over from 2014 and projects in the queue for bidding yet this year. This area continues to be demanding as the areas being developed are established areas that do not have infrastructure or are on the perimeters of our utilities.</p> <p>As the City implements new programs, we have to have staff that is trained to manage and assist other staff with questions. This is crucial in keeping up with the demand whether it be project related, survey requests, locates, or inspections.</p>
<p><b>Design and Construction Division</b></p> <p>Design and construction administration.</p> <p>Bidding process.</p> <p>Construction specifications and standards.</p> <p>New construction, reconstruction, and rehabilitation of municipal infrastructure.</p> <p>Oversight and management of a strategy for Watermain Replacement.</p> <p>Pavement Management Program.</p> <p>Sidewalk construction and reconstruction Program.</p> <p>Plan Review (In house- and Consultant designed) for New and Rehabilitation projects.</p> <p>Coordination of Sewer Spot Repair projects with Public Works.</p> <p>Day to day implementation and management of sewer repair policy.</p>	<p>Responsible for consistency of practices in the design and installation of infrastructure.</p> <p>Need for online bidding in near future.</p> <p>Primary responsibility for keeping City construction practices up with industry standards.</p> <p>Over all City index is good, largely due to new streets that raise the average. To maintain an acceptable rating a larger investment needs to be made in the Pavement Rehabilitation Program.</p> <p>This is driven completely by public requests and needs.</p>

### Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Excavation Permits	6,456	6,600	6,600
Right of Occupancy Permits	17	15	15
One Call Tickets	\$24,525	\$38,000	\$38,000
Elevation Certificate Surveys	293	440	440
Sidewalk Survey	293	445	445
Driveway Survey	369	475	475
Yard Grades	209	480	480
Encroachment Agreements	4 processed 5 pending	10	10
Sidewalk Inspections	400	288	288
Driveway Approach Inspections	442	288	288

- One Call Tickets were \$1.10 in 2015 and 2016.
- Midcontinent is now franchised which will reduce the Right of Occupancy Permits.

## Engineering

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 3,379,022	\$ 3,571,421	\$ 3,597,117	\$ 3,695,660
Benefits	901,060	931,866	933,521	989,146
Other Services	48,147	88,300	88,300	58,500
Repairs and Maintenance	23,105	30,300	30,300	32,800
Rentals	1,386	2,000	2,000	2,500
Insurance	21,335	18,935	18,935	18,935
Communications	24,514	30,100	30,100	32,700
Advertising and Printing	11,099	18,350	18,350	18,350
Travel & Education	34,086	66,997	66,997	75,737
Energy	38,629	42,837	33,151	42,837
General Supplies	19,615	37,750	37,750	54,150
Major Supplies	-	-	-	-
Miscellaneous	9,907	17,700	17,700	20,100
Capital Outlay	14,301	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 4,526,206	\$ 4,856,556	\$ 4,874,221	\$ 5,041,415
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	37	38	38	38
Part Time Benefited	1	1	1	1
Contracted Employees	3	3	3	3
<b>TOTAL</b>	41	42	42	42

Description of Service Provided	Current or Emerging Issues
<p>The Traffic Engineering Department includes the City Transportation Engineer and the Sign and Signal Shop Operations. The Department is jointly operated and managed as part of the City's Engineering Department. The Traffic Engineering Department is responsible for the following activities:</p> <ul style="list-style-type: none"> <li>• Design, operation, management and maintenance of the City's traffic signal &amp; intelligent transportation system</li> <li>• Installation and maintenance of all regulatory, parking and warning signs (approx 25,000)</li> <li>• Conducting traffic studies &amp; traffic calming program</li> <li>• Construction administration of traffic signals, pavement markings and traffic safety devices</li> <li>• Coordinate and staff the City's Traffic Technical Advisory Committee</li> <li>• Review traffic related features of site plans, plats and long range plans, most notably access control for driveways and intersections to city roadways.</li> <li>• Coordination &amp; planning with NDDOT &amp; Metro COG federal Aid transportation improvement projects</li> <li>• Coordination with contractors on lane/road closures, and other entities for special event traffic control</li> <li>• Responsible for shared use path planning and construction</li> <li>• Responsible for management of city bridges</li> <li>• 11 full time staff- 6 located in City Hall, 5 at Sign &amp; Signal Shop</li> </ul>	<ul style="list-style-type: none"> <li>• Construction inflation costs continue to escalate in this economic climate in NO where work is plenty and contractors overburdened. Pavement markings and traffic signal costs are increasing 10-15% per year.</li> <li>• Improved intersection traffic controls at intersections, whether it be flashing yellow left turn arrows at traffic signals or it be roundabouts at other intersections, will continue to be recommended for implementation.</li> <li>• The Complete Street design concept, or streets planned and designed for all users, will continue to be recommended for implementation, as recommended in the G02030 comp plan.</li> <li>• As the City continues to grow and how the traffic signal world becomes more technologically based, there will be a need in the future for a new FTE for a Traffic Signal Electronic Specialist to assist with maintaining the Citywide system.</li> </ul>

## Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Salaries	720,937	710,234	761,975
Pavement Markings	115,559	561,438	510,000
Traffic Signal Maintenance	183,256	176,400	200,000
Electricity	64,201	63,000	65,000
Over-Dimensional Permits	2,864	3,200	3,200
Over Dimensional Permits Fees Collected	231,520	260,000	260,000
Over-Dimensional Violations Fines Collected	22,535	100,000	125,000

## Traffic Engineering

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 799,552	\$ 770,054	\$ 777,690	\$ 848,157
Benefits	206,919	205,673	213,923	208,767
Other Services	115,559	612,500	663,938	642,060
Repairs and Maintenance	9,683	17,000	17,000	17,000
Rentals	-	-	-	-
Insurance	6,084	6,240	6,240	6,240
Communications	6,263	5,850	5,850	6,850
Advertising and Printing	492	500	500	-
Travel & Education	12,002	13,500	13,500	13,650
Energy	77,376	78,145	71,213	78,145
General Supplies	183,256	176,400	176,400	176,400
Major Supplies	-	-	-	-
Miscellaneous	22,083	2,150	2,150	12,150
Capital Outlay	62,069	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 1,501,338	\$ 1,888,012	\$ 1,948,404	\$ 2,009,419
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	11	11	11	11
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
<b>TOTAL</b>	11	11	11	11

Description of Service Provided	Current or Emerging Issues
<p>The Public Works Street Department strives diligently to preserve and enhance the social and environmental quality of life in the City of Fargo. Through effective, efficient, and quality service the department not only maintains but focuses on improving public infrastructure that will assist in safeguarding the health, safety and welfare of all citizens.</p> <p>The Street Department provides a wide range of services essential to the public which can vary from street and utility repair to fighting major floods and snow storms. Overall the department's primary responsibilities can be categorized into the following activities:</p> <ul style="list-style-type: none"> <li>• Street &amp; Bridge Maintenance: <ul style="list-style-type: none"> <li>○ Asphalt &amp; Concrete Street Repair</li> <li>○ Mudjacking</li> <li>○ Gravel Street &amp; Alley Maintenance including dust control</li> <li>○ Sweeping</li> <li>○ Snow Removal &amp; Anti Ice Measures for all Public Streets</li> <li>○ Maintenance &amp; Snow Removal of all City Owned Sidewalks</li> </ul> </li> <li>• Gravity Sanitary Sewer System Maintenance &amp; Televising</li> <li>• Storm Sewer System Maintenance &amp; Televising</li> <li>• Right-of-Way Grooming</li> <li>• Street Sign Designation Replacement &amp; Repair</li> <li>• Sidewalk Ordinance Enforcement</li> <li>• Parking Restriction Enforcement</li> </ul>	<ul style="list-style-type: none"> <li>• The current rapid expansion in city development will have long term effects on departmental functions. Without adequate additions to staffing, a decline in levels of service will take place which, in turn, will cause frustration for the taxpayer.</li> <li>• Public Works is facing a growing concern of losing both historical knowledge and public relations skills as we see an increase in staff retirements. In preparing for these departures, it is imperative for the city to have established training resources available to build management skills of our internal personnel. Often times, new managers are forced to learn proper management techniques on their own. Available resources and training programs would more quickly allow for acclimation into their new roles helping us to avoid an upset in staff moral and downward trending customer service.</li> <li>• In order to progress and continue to build upon the success of current development within the City of Fargo, time will need to be spent rewriting and recreating the city's ground rules within the Land Development Code. This is the future of our city and we need to ensure that we are laying the best foundation possible for the generations to come. We have an opportunity to establish the ground rules that will curb undesirable development and continue to strengthen the appeal and success of the City of Fargo.</li> </ul>

## Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Lane Miles of Roadway Maintained	2,048	2,069	2,080
Miles of Sanitary Sewer Maintained	419	427	436
Miles of Storm Sewer Maintained	457	473	486
Storm Lifts Stations Maintained	76	76	78
Acres Mowed	1,057	880	890



## Street Department

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 2,903,019	\$ 3,196,699	\$ 3,189,071	\$ 3,345,907
Benefits	973,935	1,078,402	1,071,783	1,083,198
Other Services	176,579	469,100	469,100	470,300
Repairs and Maintenance	24,893	35,000	35,000	35,000
Rentals	193,720	145,256	145,256	260,256
Insurance	59,924	95,925	95,925	95,925
Communications	7,924	9,900	9,900	9,900
Advertising and Printing	235	900	900	900
Travel & Education	12,054	19,700	19,700	19,700
Energy	242,427	461,741	188,594	467,741
General Supplies	378,918	307,600	307,600	307,600
Major Supplies	84,649	530,046	530,046	530,046
Miscellaneous	7,982	7,700	7,700	7,700
Capital Outlay	797	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 5,067,056	\$ 6,357,969	\$ 6,070,575	\$ 6,634,173
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	54	55	55	55
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
<b>TOTAL</b>	54	55	55	55

Description of Service Provided	Current or Emerging Issues
<p>Along with its two divisions, Emergency Services and Transit, Central Garage provides a wide range of services to the City of Fargo departments. This is achieved by operating a maintenance facility and parts storeroom at both the Public Works building and the Metro Transit Garage. Overall the department's primary responsibilities can be categorized into the following activities:</p> <ul style="list-style-type: none"> <li>• Vehicle and Equipment Procurement</li> <li>• Developing and managing the vehicle and equipment replacement schedule</li> <li>• Liquidation of assets</li> <li>• Preventative Maintenance Program</li> <li>• Vehicle and Equipment Repairs</li> <li>• Major Repair Outsourcing</li> <li>• Road Service Assistance</li> <li>• Process Licensing Documents</li> <li>• Insurance Claim Processing</li> <li>• Fuel Contract Purchases</li> <li>• Fuel Sales to other Governmental Agencies</li> <li>• Fueling Site Operation and Maintenance at Public Works and Metro Transit Garage</li> <li>• Track Lifecycle Costs for Vehicles and Equipment</li> <li>• DOT inspections, breathing apparatus certification, aerial equipment certification</li> <li>• Parts Storeroom <ul style="list-style-type: none"> <li>○ Perform inventory control procedures</li> <li>○ Ensure parts are processed to the work orders</li> <li>○ Provide monthly billing reports</li> <li>○ Reconcile purchasing documentation</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Bringing ADA compliance up to code as well as adding a Mother's Room in the existing Public Works building are significant challenges we are facing. Each has been given top priority for 2017.</li> <li>• A big challenge continues to be hiring and retaining qualified technicians. Nationwide there is a severe shortage of technicians and this trend is expected to continue as the number entering the workforce is not keeping up with the number of technicians retiring.</li> <li>• The rising cost of vehicles and equipment is putting a strain on the vehicle replacement budget which replaces vehicles and equipment for the General Fund Departments. These departments account for over \$35,000,000 in vehicles and equipment. If we give everything a 15 year life cycle, to replace on this schedule would require a budget of \$2,330,000/year.</li> <li>• With the mandate of cleaner emissions and utilization of advanced technology, we are experiencing a substantial increase in costs associated with equipment maintenance. It is not uncommon to see a cost of \$5,000.00 each for the diesel particulate filter and the diesel catalyst filter.</li> </ul>

## Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Repairs less than 1 day	82%	85%	85%
Repairs 1 to 2 days	7%	6%	5%
Repairs more than 2 days	10%	10%	10%
Fleet Availability	93%	94%	95%
Billable Labor Hours	31,091	31,500	32,000
Number of Work Orders Generated	8,852	9,000	9,000
Fuel Contract Savings	\$213,293	\$250,000	\$250,000

## Central Garage

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 1,184,634	\$ 1,312,401	\$ 1,310,055	\$ 1,430,524
Benefits	408,328	437,093	443,849	501,236
Other Services	9,541	29,900	29,900	29,900
Repairs and Maintenance	901,618	865,652	877,171	884,452
Rentals	-	500	500	12,500
Insurance	11,040	8,840	8,840	11,150
Communications	4,242	5,000	5,000	4,300
Advertising and Printing	335	400	400	400
Travel & Education	13,207	28,300	28,300	28,300
Energy	66,449	193,434	93,066	197,794
General Supplies	41,179	32,400	32,400	37,950
Major Supplies	-	-	-	-
Miscellaneous	18,165	25,000	25,000	25,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 2,658,738	\$ 2,938,920	\$ 2,854,481	\$ 3,163,506
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	23	23	23	23
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
<b>TOTAL</b>	23	23	23	23

Description of Service Provided	Current or Emerging Issues
<p>The Fargo Fire Department is dedicated to providing the community with progressive, high quality preventive and emergency services. 122 full time employees provide fire prevention, safety, and emergency education as well as emergency response to medical, fire, hazardous material, and technical rescue response. The fire department operates out of seven fire stations strategically located throughout the city. The department staffs seven engine companies, two ladder companies, and two battalion vehicles. The fire department service is usually considered a public good that has traditionally been provided by the community for the benefit of its citizens. By publicly providing these services, citizens can have services that would be cost prohibitive for individuals to provide for themselves. Consistent with that philosophy, the Fargo Fire Department continually recognizes the value of serving the needs of the citizens. Firefighting forces are the assets that protect the community's economic and tax base as well as its health and welfare. This is a valuable asset that must be carefully provided and wisely managed.</p> <p>The FFD collaborates with many other fire protection agencies at the local, state, and federal levels. The department is organized into four divisions: Fire Administration, Fire Prevention/Inspection/Investigation, Emergency Operations, and Support Services.</p> <p>Fire Administration is responsible for all department activities, liaison to other city departments, accreditation, human resource issues, and final determinant in all budgetary matters.</p> <p>Fire Prevention provides proactive prevention services, such as fire safety inspections of commercial and University property, site plan reviews, and fire prevention education.</p> <p>Fire Support Services plans, develops, and coordinates in-house training activities through the assistance of two training captains. This division also oversees the City's Emergency Management program. The Assistant Chief of Support Services serves as the accreditation manager. The department was reaccredited in 2015 by the Commission on Fire Accreditation international.</p>	<p>Emergency operations services include emergency medical services, fire suppression, hazardous materials and technical rescue response. This division also oversees all facilities and equipment purchasing. This division conducts commercial building inspections, hydrant flushing, public education, and emergency response.</p> <ul style="list-style-type: none"> <li>• Calls for assistance continue to increase. The increase is most noticeable in the downtown and South Fargo areas. The City will need a station in South Fargo within the next 3 years to meet service demands.</li> <li>• The increased use of opioids in the community have led to the FFD to carry Narcan. This continues to expend service provided and requires additional training.</li> <li>• Fire Station 2 is in need of an update. It was recommended by the accreditation team that we look to move the station. There is not a suitable area for the station to be moved to. A remodel of the building is needed.</li> <li>• The fire burn building located with Station 4 is in need of repairs. The building is over 40 years old and the interior protective coating is starting to fall off. The facility needs to be made usable in the interim but a new facility is needed.</li> <li>• With the community growth we continue to upgrade and add to our warning system. New sirens are needed as well as replacement.</li> <li>• Changes in fire department responses have caused us to evaluate how we would respond with Fargo PD to an active shooter situation. Additional protective equipment needs to be purchased to ensure firefighter safety in these situations.</li> <li>• The current radio system will be unsupported in 2019. This will require a major investment in radio system infrastructure in the next 2 years.</li> </ul>

## Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Calls for Service	9,336	9,200	10,500
Number of Stations	7	7	7
Number of Apparatus	16	16	16
Hydrants Flushed	6,970	7,000	7,150
Suppression Inspections	4,987	5,200	5,250
Bureau Inspections	1,151	1,250	1,300
Average Response Time	244 sec.	240 sec.	240 sec.
ISO Rating	3	2	2

## Fire Department

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 7,699,574	\$ 7,957,963	\$ 8,036,184	\$ 8,270,624
Benefits	3,040,241	3,313,206	3,194,937	3,361,014
Other Services	129,630	184,500	194,500	195,000
Repairs and Maintenance	84,191	122,500	122,500	134,230
Rentals	-	-	-	-
Insurance	41,228	35,020	35,020	35,020
Communications	13,972	21,500	21,500	21,500
Advertising and Printing	2,448	9,500	9,500	9,500
Travel & Education	77,743	62,612	113,022	74,000
Energy	217,637	232,492	192,243	232,492
General Supplies	79,942	105,100	105,100	117,100
Major Supplies	-	-	-	-
Miscellaneous	103,028	116,275	122,275	122,000
Capital Outlay	7,557	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 11,497,191	\$ 12,160,668	\$ 12,146,781	\$ 12,572,480
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	121	122	122	122
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
<b>TOTAL</b>	121	122	122	122

Description of Service Provided	Current or Emerging Issues
<p>The Fargo Police Department provides the community with a wide range of both basic and emergency policing services, which includes investigating and resolving crime, enforcing the city's traffic regulations, responding to calls-for-service received from the general public and mitigating the other public-safety concerns coming to our attention.</p> <p>The Fargo Police Department is divided into three operational divisions, each of which is commanded by a deputy chief:</p> <p><b>The Field Services Division</b> consists of Patrol, SROs, Traffic Safety Unit, Truck Regulatory, Cultural Liaison.</p> <p><b>The Investigations Division</b> consists of the following teams: Personal Crimes, Property Crimes, Financial Crimes, Intelligence, Narcotics and Street Crimes.</p> <p><b>The Administrative Division</b> oversees training, budgets, grants, H.R., crime prevention, crime free housing, public information officer, media and marketing.</p> <p>The Field Services Division is sub-divided into four patrol districts, each of which is managed by a police lieutenant who is responsible for police operations within their district. Each district is further divided into three patrol beats where the officers assigned each area are supervised by a police sergeant.</p> <p>The department utilizes processes known as "CompStat" and "Intelligence Led Policing". These processes facilitate the use of data and intelligence information to assess when and where department resources are deployed, thus making the most effective and efficient use of those resources.</p>	<p>As Fargo continues its rapid and vibrant expansion the public-safety issues associated with such growth will continue to increase as well.</p> <p>In order to maintain a relatively low crime rate throughout the city, the police department will need to add both sworn and non-sworn personnel at a rate that meets or exceeds the city's growth rate (I have included spread sheets describing the necessary personnel needed for the future).</p> <p>In addition to adding personnel to keep up with the city's growth, the department's on-going initiatives to mitigate crime through prevention, public interaction and public awareness will be the best approach in maintaining the existing quality of life status throughout the city.</p> <p>Heroin and Fentanyl overdoses and deaths have become a critical issue locally, regionally and nationally. The police department has dedicated significant resources in personnel to battle this through awareness, education and enforcement efforts.</p> <p>As temporary relief for overcrowding and parking issues, the city has given the police department the old health department building across the street. We are grateful for the much needed space and parking this temporary solution has given us.</p> <p>The rapid geographic and elongated growth of the city presents a significant challenge for the police department's response capabilities.</p> <p>I would like to see the city plan for a police station in the near future which would allow for the growth of the police department for the next 30 years and be more accessible to the public. A future location should also allow for quicker response throughout the city as compared to being located downtown.</p>

## Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Calls-for-Service	74,516	78,117	83,419
Total Offenses	10,006	10,257	10,514
Traffic Crashes	2,746	2,505	2,588

## Police Department

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 11,648,593	\$ 12,119,309	\$ 12,238,067	\$ 12,747,138
Benefits	3,829,683	4,357,936	4,532,456	4,736,184
Other Services	195,486	154,100	109,100	224,100
Repairs and Maintenance	336,730	142,136	142,136	133,190
Rentals	12,559	22,000	22,000	292,000
Insurance	69,494	57,610	57,610	57,610
Communications	76,071	150,256	150,256	133,456
Advertising and Printing	19,896	36,500	36,500	34,500
Travel & Education	148,421	160,150	160,150	160,150
Energy	245,682	266,057	208,423	265,657
General Supplies	307,533	192,125	192,125	231,535
Major Supplies	-	-	-	-
Miscellaneous	190,130	155,222	155,222	155,222
Capital Outlay	82,305	-	250,000	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 17,162,583	\$ 17,813,401	\$ 18,254,045	\$ 19,170,742
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	178	185	185	190
Part Time Benefited	-	-	-	-
Contracted Employees	2	2	2	2
<b>TOTAL</b>	180	187	187	192



Description of Service Provided	Current or Emerging Issues
<p>Fargo Cass Public Health mission is to assure a healthy community for all people through ongoing assessment, education, advocacy, education, prevention and collaboration. Currently there are 146 employees equating to 124 FTE's The major services delivered include:</p> <ul style="list-style-type: none"> <li>• Environmental Health (food inspections, water quality, nuisance complaints, other)</li> <li>• PH Emergency Preparedness</li> <li>• WIC Nutritional Supplement Program</li> <li>• Health Promotion (obesity prevention, tobacco prevention, worksite wellness)</li> <li>• Clinic based services (family planning, immunizations)</li> <li>• Nursing (home based, school, correctional health)</li> <li>• Disease Control (tuberculosis, sexually transmitted disease, HIV)</li> <li>• Employee Health</li> <li>• Gladys Ray Shelter</li> <li>• Fargo Detox Center</li> <li>• Grants management/ Accreditation/Quality Improvement</li> </ul>	<p>We are seeing an increase in grant funding that is being awarded on a regional basis rather than per individual county. This trend has increased our need to work collaboratively with other counties in the SE region. I anticipate that this trend will increase as federal and state funding patterns change. As funding from federal and state grant sources continues to decrease we will need to seek out alternative grants and position FCPH to be eligible for other funding sources.</p> <p>FCPH has officially applied for voluntary National Public Health Accreditation. This is the beginning of a 12-18 month process. Doing so will identify FCPH as a nationally recognized, high quality health department. Throughout the process we will be focusing on continuous quality improvement, performance management, as well as reviewing policies, procedures and programmatic areas.</p> <p>Mental health and drug abuse issues continue to increase and are impacting the entire community as well as several of our program areas. The increase in heroin use and overdose deaths in our area will requires a community wide public health response. Staff time and resources will need to be allocated to this area. The safety of FCPH staff at the shelter and detox center is of concern as they work with guests who are often unpredictable and under the influence of unknown substances. Nursing staff who visit individuals in their homes are reporting more clients with significant mental health and substance abuse issues.</p>

## Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Federal Grants	\$1,456,927	\$1,491,000	\$1,440,000
State Grants	\$602,200	\$321,500	\$272,000
State Aid	\$531,744	\$571,505	\$572,317
% of Health Records converted to electronic	80% of identified programs	100% of identified programs	Completed
Self-Pay Revenue	\$600,321	\$510,000	\$413,000
Insurance Revenues	\$656,757	\$580,000	\$675,000
Environmental Health licenses issued	1,520	1,600	1,740

## Fargo Cass Public Health

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 6,637,146	\$ 6,934,090	\$ 6,929,670	\$ 7,317,123
Benefits	1,927,906	2,097,311	2,108,135	2,139,695
Other Services	674,182	475,720	507,988	530,720
Repairs and Maintenance	40,700	16,000	16,000	17,000
Rentals	38,205	15,960	15,960	9,000
Insurance	30,849	25,365	25,365	25,365
Communications	51,619	37,000	37,000	43,100
Advertising and Printing	17,392	17,100	20,500	16,600
Travel & Education	107,929	134,000	141,700	142,200
Energy	26,860	83,588	78,373	82,588
General Supplies	496,353	473,400	473,400	476,900
Major Supplies	25,977	20,000	20,000	20,000
Miscellaneous	2,982	1,000	1,000	1,000
Capital Outlay	19,627	-	7,273	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 10,097,727	\$ 10,330,534	\$ 10,382,364	\$ 10,821,291
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	94	95	95	98
Part Time Benefited	40	39	39	39
Contracted Employees	1	1	1	1
<b>TOTAL</b>	135	135	135	138

Description of Service Provided	Current or Emerging Issues
<p><b>Technology Access to include Public Internet, Wireless Internet and Printing:</b> All Library locations provide public Internet stations, wireless access and printing for a small fee. Staff is also available to assist patrons with technology related questions.</p> <p><b>Access to Books and AV Materials including non-English language resources:</b> The library provides both print and audio visual items for all ages to include a world language collection for non-English speaking residents. In 2015 Fargo Public Library circulated over 1 million items to local citizens and had over half a million.</p> <p><b>Access to Statewide E-Content:</b> The library is part of a statewide E-book consortia known as Library 2GO. Our membership allows the citizens of Fargo to have access to E-content from twenty-eight different libraries statewide.</p> <p><b>Technology Instruction/Programming:</b> We provide beginner computer and Internet classes to the public. We also provide beginner mobile device classes that give an overview of the many devices and how to use a mobile device to access E-books. We also provide programs related to emerging technologies such as 3D printing.</p> <p><b>Children's Early Literacy Programming:</b> The library's children's department provides a number of programs designed to promote early literacy skills such as Baby Rhyme Time, <b>Story time for Preschoolers and Toddlers</b> and <b>Ready to Read workshops for parents and guardians.</b></p> <p><b>Cultural Events:</b> The library provides a wide variety of cultural events such as the Fall Jazz Concert series, author visits, story tellers and film series.</p> <p><b>Inter-Library Loan Services:</b> Fargo residents are able to receive materials from other libraries around the country through our Inter-library loans services.</p>	<p><b>Continued growth of the community and user expectations:</b> The continued growth of the community adds the challenge of expanding programming and collections with limited resources. The citizens of Fargo continue to request additional programming and services. The community growth has also necessitated the development of services for vulnerable citizens.</p> <p><b>Continue Growth in the demand for Electronic Content i.e. E-books:</b> The continued growth of the number of mobile devices in our community has fueled the continued demand for more E-book and E-Audio book offerings from our Library 2Go consortia. Fargo Public Library strives to be leader in providing high demand collections in the many formats available. To be successful in this regard the library will need to expand the number of content providers we offer to the community.</p>

Description of Service Provided	Current or Emerging Issues
<p><b>Access to Electronic Databases:</b> The library provides a wide variety of online resources. The topics include: Auto Repair, Books and Reading, Encyclopedias, Genealogy, Health Resources, Investing, Language Learning, Legal Resources, Library Catalogs, Local History, Magazines and Newspapers, Non Profits, Research, Small Business, Teachers and Educators, Test Preparation and Skill Improvements.</p> <p><b>Reference and Readers Advisory Services:</b> The library provides staff dedicated to assisting patron's informational needs.</p> <p><b>Community Gathering Spaces:</b> Each library location has meeting/program space available for community businesses, organizations and individual citizens.</p> <p><b>Recreational and Educational Programming for all Ages:</b> Along with the cultural programs discussed above, the library continually provides the community a diverse offering of programs for all ages. <a href="http://www.cityoffargo.com/CityInfo/Departments/Library/CalendarofEvents">http://www.cityoffargo.com/CityInfo/Departments/Library/CalendarofEvents</a></p> <p><b>Outreach Services:</b> The library provides library materials to citizens in over twenty retirement and assistant living facilities to include a number of homebound individuals.</p> <p><b>Job Seeker Services:</b> The library has provided classes for resume' building and interview skills.</p>	

### Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Items Circulated	1,004,966	1,001,134	1,006,976
Library Visits	514,089	516,000	517,500
Program Attendance	21,551	20,318	24,000

## Fargo Public Library

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 2,044,877	\$ 2,089,867	\$ 2,106,439	\$ 2,191,387
Benefits	591,442	668,102	660,830	680,862
Other Services	68,150	86,200	86,920	55,700
Repairs and Maintenance	52,751	60,366	77,866	63,366
Rentals	57,616	56,196	56,196	59,040
Insurance	17,517	21,555	21,555	21,555
Communications	67,974	73,450	55,950	70,450
Advertising and Printing	26,896	27,000	27,000	27,000
Travel & Education	21,073	32,200	32,200	32,200
Energy	177,172	158,864	158,563	158,864
General Supplies	742,151	783,729	786,857	807,554
Major Supplies	-	-	-	-
Miscellaneous	3,773	2,100	2,100	2,100
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 3,871,392	\$ 4,059,629	\$ 4,072,476	\$ 4,170,078
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	27	28	28	29
Part Time Benefited	22	22	22	22
Contracted Employees	-	-	-	-
<b>TOTAL</b>	49	50	50	51

Description of Service Provided	Current or Emerging Issues
<p>The City Commission Office provides administrative services in support of the governing body including the Mayor and City Commissioners as well as the City Administrator. The Office also serves as the contact between constituents and their elected officials.</p> <p>The major services delivered include:</p> <ul style="list-style-type: none"> <li>• City Commission agenda creation</li> <li>• Compilation of agenda packets to include review of recommended motions to assure appropriate action by Commission</li> <li>• Preparation of on-line agenda packets to link agenda items with background information</li> <li>• Preparation of City Commission minutes</li> <li>• Proper follow-up of City Commission actions taken at meetings</li> <li>• Review of pending legislation prior to and during Legislative sessions and work with Legislators and various Departments</li> <li>• Ensure proper media notification of meetings to conform with open meetings laws</li> <li>• Liaison between City departments and the Commissioners</li> <li>• Liaison between the public and Commissioners</li> <li>• Arrange meetings for the Mayor, City Commissioners, the City Administrator and Assistant City Administrator.</li> <li>• Preparation of Proclamations</li> <li>• Preparation of various documents for the Mayor, Commissioners and City Administrator</li> </ul>	<ul style="list-style-type: none"> <li>• This department is in a current state of change. The previous Executive Assistant retired in March of 2016 after 49-years in the commission Office. Leaving a vacant Principal Office Associate Position which was filled in the later part of June 2016. The department also appointed a new City Administrator in February of 2016 in addition to a new Assistant City Administrator in June of 2016. Two new City Commissioners were elected in June of 2016. This next year will be a learning experience for everyone in the department with all of the new individuals that were brought on board.</li> <li>• The Commission Office in conjunction with the Auditor's Office and the IS Department are going to begin the search for an Agenda/Meeting Management System. We are hoping for implementation still in 2016 or early 2017.</li> </ul>

## Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Agenda Preparation	27	26	26
Minute Preparation	27	26	26
Legislative Bills Review	941	1,100	1,100

## City Commission

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 304,137	\$ 321,072	\$ 322,241	\$ 321,812
Benefits	102,766	108,714	109,243	130,073
Other Services	58,648	64,557	64,557	11,000
Repairs and Maintenance	-	500	500	500
Rentals	-	-	-	-
Insurance	1,588	1,945	1,945	1,945
Communications	3,638	5,000	5,000	5,000
Advertising and Printing	23,242	31,000	31,000	26,000
Travel & Education	82,205	100,100	100,100	99,600
Energy	-	-	-	-
General Supplies	1,619	2,350	2,350	4,350
Major Supplies	-	-	-	-
Miscellaneous	24,054	26,000	38,500	43,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 601,897	\$ 661,238	\$ 675,436	\$ 643,280
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	3	3	3	3
Part Time Benefited	5	5	5	5
Contracted Employees	-	-	-	-
<b>TOTAL</b>	8	8	8	8

Description of Service Provided	Current or Emerging Issues
<p>The Fargo Civic Center provides multi-purpose event space for concerts, trade shows, sporting events, corporate functions and community/regional events.</p> <p>Event services provided by the Fargo Civic Center includes:</p> <ul style="list-style-type: none"> <li>• Staffing</li> <li>• Equipment set-up and rental</li> <li>• Ticketing</li> <li>• Concessions</li> </ul>	<p>Centennial Hall was decommissioned in March of 2015. The decommissioning resulted in a loss of 50% of the rentable square footage. Demolition of Centennial Hall began in July of 2016 to facilitate the construction of a new City Hall.</p> <p>In spite of the loss of Centennial Hall, the Civic Center auditorium continues to schedule and host events. The Civic staff is committed to increasing activity by scheduling more events in the Civic Center.</p> <p>On August 31, 2015, the City Commission received and filed a feasibility study regarding a potential repurposing of the Civic Center into a multi-purpose performance facility. In 2017, staff will revisit the results of the feasibility study and begin working on a preliminary plan and potential financing scenarios for a repurposing of the Civic center.</p>

## Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Days occupied	70	77	100



## Fargo Civic Center

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 255,036	\$ 124,152	\$ 125,305	\$ 216,199
Benefits	78,755	47,372	52,279	56,024
Other Services	15,607	9,200	9,200	22,500
Repairs and Maintenance	2,970	6,000	6,000	13,000
Rentals	2,666	2,500	2,500	2,500
Insurance	1,368	1,000	1,000	1,000
Communications	2,481	1,500	1,500	1,500
Advertising and Printing	-	120	120	120
Travel & Education	-	400	400	400
Energy	100,171	67,582	67,582	67,582
General Supplies	2,656	4,415	4,415	6,915
Major Supplies	42,152	24,200	24,200	41,000
Miscellaneous	1,115	5,000	5,000	3,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 504,977	\$ 293,441	\$ 299,501	\$ 431,740
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	5	3	3	3
Part Time Benefited	1	1	1	1
Contracted Employees	-	-	-	-
<b>TOTAL</b>	6	4	4	4

Description of Service Provided	Current or Emerging Issues
<p>The City of Fargo provides financial assistance to certain not-for-profit organizations that benefit youth, arts, human services and others.</p> <p>Funds are appropriated in the annual budget process.</p> <p>This social services grant allocation process is managed by the Community Development Committee and final funding recommendations are approved by the City Commission.</p> <p>Funds are typically disbursed in February in conjunction with the Dakota Medical Foundation Giving Hearts Day event.</p>	<p>Our Social Services Grant program is recognized by Dakota Medical Foundation as a community gift. Agencies are now eligible to leverage their grant dollars by using social service funding from the City of Fargo. This designation has increased funding to various non-profit agencies.</p> <p>Approximately 60% of grants are made to human service agencies within the community.</p> <p>Arts funds have been segregated into its own budget line for 2016 in the amount of \$108,600.</p> <p>The Arts Partnership is requesting an increase in awards for 2017 to \$150,000.</p>

## Operational Measures

Description	2014 Actual	2015 Actual	2016 Actual
Social Services			
Amount of Awards	\$230,000	\$253,000	\$253,000
Number of Awards	21	24	24
Arts			
Amount of Awards	\$100,000	\$110,000	\$110,000
Number of Awards	2	2	2

## Social Service & Arts

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-
Other Services	343,096	362,000	322,579	403,400
Repairs and Maintenance	-	-	-	-
Rentals	-	-	-	-
Insurance	-	-	-	-
Communications	-	-	-	-
Advertising and Printing	-	-	-	-
Travel & Education	-	-	-	-
Energy	-	-	-	-
General Supplies	-	-	-	-
Major Supplies	-	-	-	-
Miscellaneous	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 343,096	\$ 362,000	\$ 322,579	\$ 403,400

Description of Service Provided	Current or Emerging Issues
<p>Capital assets are a key part of providing quality services to our citizens. Resources need to be allocated in amounts sufficient to meet the demands of our growing City.</p> <p>All General Fund capital outlay requests are accumulated in the Capital Outlay Division for ease of budgeting and tracking. There is a detailed schedule of capital outlay requests and related funding in later section of this document.</p> <p>Department Heads are responsible to forecast their need for capital items to include buildings, heavy equipment, vehicles, equipment, software and other items that may be unique to their service delivery.</p> <p>The Budget Team reviews all capital requests and allocates budgetary resources for the highest priority initiatives. In some cases, a fixed dollar amount is allocated and Department Heads can determine which items will be purchased.</p>	<p>Capital outlay funding has been reduced in the 2017 budget by approximately \$2 million to help offset revenue decline from the State.</p> <p>The ground breaking for the new City Hall project is beginning in August, 2016.</p> <p>Management continues to evaluate equipment replacement schedules to determine optimum useful life strategies.</p>

## Capital Outlay

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
City Auditor	\$ 4,944	\$ 75,000	\$ 176,500	\$ -
City Assessor	8,307	-	41,000	-
Buildings & Grounds	61,064	-	56,000	50,000
Transit	14,175	141,000	141,000	118,000
Planning	-	25,000	125,000	-
Inspections	-	-	-	41,300
Engineering	169,969	100,000	139,920	34,000
Streets & Sewers	1,014,270	159,000	159,000	42,000
Central Garage	89,687	95,000	153,000	173,000
Fire Department	358,507	118,000	363,689	62,000
Police Department	74,589	300,000	336,185	176,000
Health Department	222	8,000	8,000	5,000
Public Library	77,526	35,000	35,000	35,000
City Commission	-	25,000	25,000	-
Human Resources	-	3,000	3,000	30,000
Municipal Court	3,062	50,000	50,800	2,000
Civic	-	-	-	25,000
Street Rehabilitation	31,072	4,000,000	100,000	-
Miscellaneous General Capital	-	-	-	-
Traffic Engineering	-	53,000	53,000	40,000
Citywide Initiatives	119,373	-	-	-
Outdoor Warning Sirens	149,009	80,000	80,000	65,000
Public Works Sewer Inspect	30,996	-	189,915	-
Public Information	-	10,000	10,000	-
IT Capital Pool	450,143	600,000	600,000	440,000
<b>TOTAL</b>	<b>\$ 2,656,915</b>	<b>\$ 5,877,000</b>	<b>\$ 2,846,009</b>	<b>\$ 1,338,300</b>

Description of Service Provided	Current or Emerging Issues
<p>The Fleet Purchasing Department provides a wide range of services essential to all departments by utilizing the City of Fargo Purchasing policy. Overall the department's primary responsibilities can be categorized into the following activities:</p> <ul style="list-style-type: none"> <li>• Product evaluations</li> <li>• Vendor demonstrations</li> <li>• Department Requests</li> <li>• Fleet justifications</li> <li>• Developing equipment specifications</li> <li>• Requesting Proposals</li> <li>• Asset Management</li> <li>• Auction Services</li> <li>• Equipment Liquidation</li> </ul> <p>Enterprise fund vehicles and equipment are charged directly to the fund that utilizes them and are not included in this Divisional budget.</p> <p>This cost center is used to track ongoing end of life unit replacement of our fleet. Significant funding is needed to replace unit on a timely basis. Failure to replace them in an optimal timeline drives up repair costs.</p> <p>A Vehicle Replacement Committee meets periodically to monitor replacement recommendations and strategies to get the most value from our investment in these assets.</p>	<ul style="list-style-type: none"> <li>• Extending life cycles of equipment per budget restraints.</li> <li>• Both fleet expansion and staffing increases make equipment requests difficult to fulfill within the given budget.</li> <li>• Cost benefit of early cycle trading to keep up with inflation and equipment's useful life.</li> <li>• Utilizing a motor pool system with a comprehensive life cycle billing.</li> </ul> <p>Expected future equipment cost.</p> <ul style="list-style-type: none"> <li>• Street Sweeper \$240,000</li> <li>• Fire Truck (Pumper) \$550,000</li> <li>• Squad car w/equip \$60,000</li> <li>• Snow Plow Truck \$182,000</li> <li>• Motor grader \$312,000</li> </ul>

## Operational Measures

Equipment Class	Equipment Count	Desired Replacement	Actual Replacement	Average Age by Year
Fire / Emergency Equipment	27	12	18	10
Police Squad	47	3	3.5	4
Sedans	70	10	12	6
SUV	56	10	14	7
Van	13	10	15	9
Pickup Trucks	71	10	15	10
1 Ton	31	12	15	6
Refuse	50	12	16	7
Dump / Plow trucks	54	12	15	11
Construction / Misc	66	12	14	7

## Vehicle Replacement

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Streets & Sewers	\$ 878,280	\$ 425,000	\$ 425,000	\$ 801,000
Central Garage	254,797	175,000	175,000	280,000
Fire Department	291,283	295,000	295,000	295,000
Police Department	361,856	394,000	394,000	331,000
<b>TOTAL</b>	\$ 1,786,216	\$ 1,289,000	\$ 1,289,000	\$ 1,707,000

## Unallocated

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ -	\$ (661,050)	\$ (165,215)	\$ (713,991)
Benefits	-	-	-	339,280
Other Services	-	(75,000)	(75,000)	(74,839)
Repairs and Maintenance	-	-	-	-
Rentals	-	-	-	-
Insurance	-	-	-	-
Communications	-	-	-	-
Advertising and Printing	-	-	-	-
Travel & Education	-	(70,253)	(70,253)	(70,253)
Energy	-	-	-	-
General Supplies	-	-	-	-
Major Supplies	-	-	-	-
Miscellaneous	13,589	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 13,589	\$ (806,303)	\$ (310,468)	\$ (519,803)



Description of Service Provided	Current or Emerging Issues
<p>Fund transfers are used to move General Fund resources to other governmental funds for specific purposes.</p> <p>Specific uses include local share of capital grants, debt service, special revenue funding and capital projects.</p> <p>Certain budgeted expenditures are reclassified during the Comprehensive Annual Financial Report as transfers to other funds.</p>	<p>Fund transfers out for pay as we go capital have been lowered in 2016 and 2017 due to the decline of State of North Dakota revenues.</p> <p>The local share of transit capital grants for equipment replacement has been increased by \$200,000 to synchronize to the proposed transit vehicle replacement cycles.</p> <p>Transfers required to meet our debt obligations on the City Hall bonds will be increased in 2018 to match our bond repayment schedule.</p>

## Transfers To Other Funds

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
To Special Revenue Funds	\$ 112,726	\$ 69,000	\$ 69,000	\$ 69,000
To Debt Service Funds	793,401	1,625,000	1,625,000	1,677,520
To Capital Project Funds	250,000	100,000	170,660	537,670
To Street Rehabilitation	3,987,235	-	3,900,000	-
<b>TOTAL</b>	\$ 5,143,362	\$ 1,794,000	\$ 5,764,660	\$ 2,284,190

Fund Description	Fiscal Trends and Comments
<p>There are sixteen Special Revenue Funds maintained by the City of Fargo.</p> <p>Special Revenue Funds are used to account for specific revenues that are legally restricted to expenditures of a particular purpose.</p>	<ul style="list-style-type: none"> <li>• Budget amendments have been approved by the City Commission to transfer resources from the Parking Authority operations and Surplus fund into the Robert Street parking ramp project.</li> <li>• The Parking Authority's budget has been increased by \$730,000 for debt service requirements on the Robert Street Parking ramp project approved in 2016 that will be opening in May, 2017. Recent changes in management structure have enhanced our overall parking system resources and customer service levels.</li> <li>• The Parking Authority Repair &amp; Replacement Fund budget has been increased by \$305,000 in anticipation of the results of a comprehensive review of our parking system infrastructure and related maintenance needs going forward.</li> <li>• There are no other significant changes in the composition or amount of Special Revenue Funds in 2017 other than the items listed above.</li> </ul>

CITY OF FARGO, NORTH DAKOTA  
SPECIAL REVENUE FUNDS 2017 BUDGET SUMMARY

Fund Name	Fund	1/1/2016		2016		2016		2016		1/1/2017		2017		1/1/2018	
		Fund Balance		Revenues	Mid Year Revenue Adjustments	Expenditures		Mid Year Expenditure Adjustments		Projected Fund Balance		Revenues	Expenditures	Projected Fund Balance	
City Share of Special Assessments	202	\$ 531,694	\$	468,000	\$ -	\$ (400,000)	\$	-	\$	599,694	\$	517,000	\$ (500,000)	\$	616,694
Noxious Weed Control	203	127,658		-	-	(50,000)		-		77,658		-	(50,000)		27,658
Convention & Visitors Bureau Operating	206	319		2,525,850	-	(2,525,850)		-		319		2,400,000	(2,400,000)		319
Regional Law Enforcement Training Center	208	143,484		105,544	-	(90,534)		-		158,494		100,000	(90,000)		168,494
Court Forfeits	215	129,221		100,000	-	(160,000)		-		69,221		100,000	(160,000)		9,221
Skyway Maintenance	219	163,034		100,000	(100,000)	(102,000)		-		61,034		100,000	(102,000)		59,034
Downtown Business Improvement District	221	129,790		194,000	-	(194,000)		-		129,790		194,000	(220,000)		103,790
NRI Loan Program	230	93,269		194,000	-	(21,259)		-		266,010		161,000	(21,000)		406,010
Community Development	231	69,061		723,000	-	(777,080)		-		14,981		723,000	(733,000)		4,981
HUD HOME Program	233	47,458		23,000	-	(30,000)		-		40,458		23,000	(30,000)		33,458
Neighborhood Stabilization	234	205,502		600,000	(461,000)	(600,000)		461,000		205,502		419,000	(419,000)		205,502
Home Participating Jurisdiction	239	119,659		483,000	-	(515,316)		-		87,343		483,000	(522,000)		48,343
Parking Authority	240	689,617		1,404,300	-	(1,245,370)		(1,200,000)		(351,453)		1,711,000	(1,589,000)		(229,453)
Parking Authority Repair & Replacement	241	387,331		36,000	-	(75,000)		-		348,331		36,000	(375,000)		9,331
Parking Authority Surplus Fund	242	935,592		-	-	-		(188,000)		747,592		-	-		747,592
Baseball Stadium	268	(1,233,295)		-	220,000	-		(220,000)		(1,233,295)		220,000	(220,000)		(1,233,295)
<b>Total Special Revenue Funds</b>		<b>\$ 2,539,394</b>	<b>\$</b>	<b>6,956,694</b>	<b>\$ (341,000)</b>	<b>\$ (6,786,409)</b>	<b>\$</b>	<b>(1,147,000)</b>	<b>\$</b>	<b>1,221,679</b>	<b>\$</b>	<b>7,187,000</b>	<b>\$ (7,431,000)</b>	<b>\$</b>	<b>977,679</b>

**CITY OF FARGO, NORTH DAKOTA**  
**2017 SPECIAL REVENUE FUND MID-YEAR BUDGET ADJUSTMENTS**

Adjustment Detail	Fund/Department	Amounts	Account #	Reason For Adjustments
<b>Revenue Adjustments:</b>				
Special Assessments	219 / Skyway	(100,000)	219-1050-355.10-00	Assessments Not Levied
Federal Grants Neighborhood Stabilization	234/ Planning	(461,000)	234-2031-331.12.12	Grant Funds Removed
Baseball Stadium Suites	268/ Baseball Stadium	220,000	238-1003-340.10-18	Move to Special Revenue Fund
<b>Total Revenue Adjustments</b>		<b>\$ (341,000)</b>		
<b>Expenditure Adjustments:</b>				
Neighborhood Stabilization	234/Planning	(461,000)	234-2031-481-33-18	Grant Funds removed
Parking Authority	240/General Parking Authority	1,200,000	240-2101-555.90-40	Parking ramp funding
Parking Authority Surplus Fund	242/General Parking Authority	188,000	242-2101-555.90-40	Parking ramp funding
Baseball Stadium	268/ Baseball Stadium	220,000	Various	Move to Special Revenue Fund
<b>Total Expenditures Adjustments</b>		<b>\$ 1,147,000</b>		

## 2015 - 2017 FM CVB OPERATING BUDGET

	2016 - 2017 Budget	2015 - 2016 Budget	2014 - 2015 Budget
<b>REVENUES</b>			
Fargo Lodging Tax	\$ 1,558,755	\$ 1,680,000	\$ 1,679,699
In-Kind Contribution	125,000	-	-
Moorhead Lodging Tax	229,220	260,961	254,241
West Fargo Lodging Tax	118,930	144,000	60,000
Grant Income	-	-	8,000
Gift Shop Revenue	56,000	29,850	16,800
FMVG Advertising Revenue	15,000	15,000	-
Interest Income	7,172	10,107	8,589
Industry Partner Participation	-	-	-
Housing Bureau Revenue	263,170	2,700	-
Miscellaneous	2,500	2,500	4,000
Frostival Event Revenue	24,000	-	-
<b>TOTAL REVENUES</b>	<b>2,399,747</b>	<b>2,145,118</b>	<b>2,031,329</b>

### EXPENDITURES

#### Salaries Expenditures

Salaries	640,129	634,500	546,700
Temporary Salaries	78,315	82,019	88,030
Overtime	3,600	-	-
Payroll Taxes	54,961	54,814	48,557
Retirement	19,204	18,742	16,401
Unemployment	8,285	8,285	9,532
Workers Comp	1,650	1,650	1,650
Health-Dental Ins/Benefits	84,511	72,931	66,365
<b>Total Salaries</b>	<b>890,655</b>	<b>872,941</b>	<b>777,235</b>

## 2015 - 2017 FM CVB OPERATING BUDGET

	2016 - 2017 Budget	2015 - 2016 Budget	2014 - 2015 Budget
<b>Administration Expenditures</b>			
Professional Fees	8,580	8,420	8,500
Accounting Services	17,520	19,200	16,490
Insurance	9,500	8,700	8,350
Postage & Shipping	22,800	23,850	26,250
Utilities	31,986	32,714	28,366
Telecommunications/PR	23,976	23,976	18,600
Office Repairs & Maintenance	2,000	2,000	1,200
Office & Clerical Supplies	9,125	9,125	9,000
Other Supplies	4,260	4,260	3,600
Maintenance Supplies	2,241	2,241	1,200
VIC Supplies	7,185	7,185	6,000
Airport Info Center	1,177	1,177	900
Scholarship	1,000	1,000	1,000
Maintenance Contracts - Office & Equipment	1,000	1,000	940
Software Leases	3,192	4,164	-
Dues & Subscriptions	30,527	28,454	32,999
Miscellaneous	2,400	2,400	1,200
Gift Shop Merchandise	51,520	16,000	13,500
Bank & Credit Card Fees	3,000	1,800	1,200
Rent	125,000	-	-
Airfare	7,350	10,150	13,650
Lodging, Meals, Misc.	13,950	24,100	19,550
Tradeshow Expenses	16,140	13,000	5,500
Entertaining	2,400	2,400	2,400
Relationship Building	-	-	-
Donations & Contributions	4,800	9,600	-
Travel - Vehicle	3,960	5,460	5,340
Promotional Products	400	400	400
Registration Fees	10,219	13,179	11,225
Continuing Education	-	450	-
Staff Clothing	400	-	-
Promotional Sponsorships	32,050	48,050	44,500
Walk of Fame	1,400	2,100	2,700
<b>Total Administration</b>	<b>451,058</b>	<b>326,555</b>	<b>284,560</b>

## 2015 - 2017 FM CVB OPERATING BUDGET

	2016 - 2017 Budget	2015 - 2016 Budget	2014 - 2015 Budget
<b>Convention Sales Expenditures</b>			
Software Leases & Subscriptions	13,500	19,500	9,500
Dues & Subscriptions	5,194	5,155	6,565
Miscellaneous	-	-	600
Airfare	4,100	6,560	6,640
Lodging, meals, misc.	8,650	16,531	20,700
Tradeshow Expenses	8,900	15,425	24,020
Entertaining	1,390	1,750	2,580
Relationship Building	1,140	-	-
Travel - Vehicle	3,600	700	7,800
Advertising	-	-	1,250
Directories	1,135	1,375	1,325
Promotional Products	1,000	1,950	3,650
Events/Receptions	10,400	14,300	9,800
Annual Awards Event	4,500	5,000	5,000
Event Assistance	45,000	39,800	34,400
Event Hospitality	1,560	4,825	2,830
Registration Fees	5,178	7,333	5,960
Continuing Education	-	885	800
Staff Clothing	200	-	-
Fam Tours/Site Inspections	1,100	-	2,000
Promotional Sponsorships	11,750	10,850	14,550
<b>Total Convention Sales</b>	<b>128,297</b>	<b>151,939</b>	<b>159,970</b>

### Tourism Sales Expenditures

Dues & Subscriptions	4,000	4,325	1,694
Miscellaneous	-	-	300
Airfare	-	800	4,100
Lodging, Meals, Misc.	350	1,050	7,900
Tradeshow Expenses	250	750	1,700
Entertaining	500	-	-
Relationship Building	-	-	-
Travel - Vehicle	430	-	600
Advertising	500	-	-
Directories	-	-	510
Promotional Products	200	-	2,800
Tour Planning Guide	-	-	-
Events/Receptions	500	-	7,600
Registration Fees	-	550	9,165
Continuing Education	-	-	1,000
FAM Tours/Site Inspections	6,500	8,450	-
Promotional Sponsorships	5,000	270	6,500
<b>Total Tourism Sales</b>	<b>18,230</b>	<b>16,195</b>	<b>43,869</b>



## 2015 - 2017 FM CVB OPERATING BUDGET

2016 - 2017 Budget	2015 - 2016 Budget	2014 - 2015 Budget
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### Marketing Expenditures

Marketing Software Leases/Subscriptions	31,536	29,088	10,080
Dues & Subscriptions	1,745	380	745
Miscellaneous	1,200	1,200	1,800
Contract Labor	10,150	12,900	200
Airfare	3,550	8,450	8,300
Lodging, Meals, Miscellaneous	7,900	15,000	10,800
Entertaining	1,500	1,440	1,440
Relationship Building	600	600	-
Donations & Contributions	1,200	-	-
Travel-Vehicle	1,950	2,000	1,700
Advertising	2,400	9,600	12,000
Newspaper	-	23,063	17,528
Magazine	55,449	79,997	100,845
Radio/TV/Cable TV	20,500	41,352	48,000
Convention Program Ads	1,235	5,590	4,150
Photography/Film	1,675	5,770	3,530
Internet Advertising	85,371	98,549	104,775
Directories	12,402	11,515	13,205
Outdoor Advertising	-	10,000	-
Promotional Products	3,300	3,500	9,200
Display Booth	400	2,150	1,500
Brochures & Guides	-	-	13,000
Frostival Annual Event Expense	14,325	-	-
Visitor Guide	72,000	70,000	60,000
Visitor Guide Distribution	8,525	13,950	17,550
City Maps	5,900	7,000	5,000
Website	58,705	2,350	11,100
Agency Fees	27,000	33,000	42,800
Registration Fees	6,010	10,220	8,900
Continuing Education	400	1,500	400
Printing - Gen. & Admin	21,380	27,500	23,500
Special Promotions	10,080	20,450	18,000
Festival Marketing Assistance Program	-	-	18,000
Marketing Research	1,425	1,725	1,450
Staff Clothing	600	600	3,000
Promotional Sponsorships	2,500	6,250	9,250
<b>Total Marketing Sales</b>	<b>472,913</b>	<b>556,689</b>	<b>581,748</b>

## 2015 - 2017 FM CVB OPERATING BUDGET

2016 - 2017 Budget	2015 - 2016 Budget	2014 - 2015 Budget
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### Athletic Sales Expenditure

Dues & Subscriptions	2,830	2,400	2,400
Miscellaneous	10	10	-
Airfare	3,320	6,550	2,600
Lodging, Meals, Misc	9,175	10,700	5,000
Tradeshow Expenses	500	1,350	5,050
Entertaining	1,800	2,400	2,400
Relationship Building	780	-	-
Travel - Vehicle	2,625	2,575	2,400
Promotional Products	5,200	13,100	4,900
Event Assistance	41,500	80,000	67,600
Festival Annual Event Expense	46,000	-	-
Event Hospitality	14,500	15,300	28,000
Registration Fees	10,075	15,225	1,600
Continuing Education	1,800	2,800	600
Bid Fees	-	5,000	-
Staff Clothing	400	-	-
Fam Tours	600	600	-
Promotional Sponsorships	3,000	3,350	-
<b>Total Athletic Sales</b>	<b>144,115</b>	<b>161,360</b>	<b>122,550</b>

### Housing Bureau Expenditures

Housing Bureau/Meeting Max	42,660	3,500	1,000
Housing Bureau Activity	180,850	1,550	-
<b>Total Housing Bureau</b>	<b>223,510</b>	<b>5,050</b>	<b>1,000</b>

### Event Services Expenditures

In Town Delivery Service	900	1,550	895
Dues & Subscriptions	365	285	485
Contract Labor	2,250	2,900	600
Airfare	650	845	1,050
Lodging, Meals, Misc	1,300	1,820	2,535
Relationship Building	-	-	-
Travel - Vehicle	650	360	640
Promotional Products	7,000	-	-
Event Assistance	-	-	-
Event Hospitality	8,980	6,840	5,200
Banners and Supplies	13,200	12,600	7,200
Badges	33,600	30,000	24,000
Registration Fees	1,179	1,320	1,840
Continuing Education	500	250	1,000
Event Services In-Town Meals	460	375	340
<b>Total Event Services</b>	<b>71,034</b>	<b>59,145</b>	<b>45,785</b>

<b>TOTAL REVENUES</b>	\$ 2,399,747	\$ 2,145,118	\$ 2,031,329
<b>TOTAL EXPENSES</b>	\$ 2,399,812	\$ 2,149,873	\$ 2,016,717

<b>VARIANCE</b>	\$ (65)	\$ (4,755)	\$ 14,612
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## 2016 - 2017 FMCVB CAPITAL BUDGET

ACCOUNT #	REVENUES	2015 - 2016 BUDGET	2016 - 2017 BUDGET
400-1000-85	Fargo Lodging Tax	\$ 840,000	\$ 774,377
415-1000-85	West Fargo Lodging Tax	72,000	58,370
440-1000-85	Interest Income	7,277	7,277
	Misc Capital	-	-
	<b>TOTAL REVENUES</b>	<b>\$919,277</b>	<b>\$840,024</b>
	<b>EXPENDITURES</b>		
170-0000-85	Furnishings - Asset (Unknown)	3,000	3,000
175-0000-85	Technology Purchases - Asset	6,000	16,000
180-0000-85	Bldg & Grounds Improv. - Asset	2,000	2,000
190-0000-85	Vehicle - Asset (trade-in)	-	26,000
500-0050-85	Capital Grant Program	537,500	437,500
502-1000-85	Insurance (City Policies)	7,000	7,000
505-1075-85	Telecommunications Expense	2,800	3,000
505-1085-85	Technology Maintenance/Upgrades	182,045	105,609
506-1000-85	Building Repair/Maintenance/Upgrades	22,450	17,450
506-1001-85	Office Repair/Maintenance/Upgrades	9,200	1,200
506-1010-85	Grounds Maintenance	33,350	33,350
511-1000-85	Equipment Leases	-	-
512-1000-85	Maintenance Contracts - Office & Equip	31,900	32,000
518-1000-85	Depreciation	73,200	73,200
558-1000-85	Real Estate Specials and Drains	5,000	5,000
632-1000-85	Bid Fees/Event Assistance	20,000	102,750
	Future Capital Allocation Fund	60,000	-
	<b>TOTAL EXPENSES</b>	<b>\$995,445</b>	<b>\$865,059</b>
	<b>Total Revenues</b>	<b>919,277</b>	<b>840,024</b>
	<b>Total Expenses</b>	<b>995,445</b>	<b>865,059</b>
	<b>Variance</b>	<b>\$ (76,168)</b>	<b>\$ (25,035)</b>

\* Fargo Lodging Tax based on 1/2 of 2% estimate on operating budget

\*\* West Fargo Lodging Tax based on 1/2 of 2% estimate on operating budget

Fund Description	Fiscal Trends and Comments
<p>Debt Service Funds are used to accumulate resources for the payment of long term debt.</p> <p>Financial resources are provided from various sources depending upon what type of debt is issued and what revenue streams are pledged for debt repayment.</p> <p>The City of Fargo has several different debt types currently outstanding and routinely issues additional bonds for infrastructure capital financing.</p> <p>Fargo is highly rated by Moody's and Standard &amp; Poor's Corporation. Moody's assigns an Aa1 rating for Fargo's refunding improvement bonds while Standard &amp; Poor's assigns an AA- rating. Their credit rating reports cite strong economic data and consistently managed financial results.</p>	<ul style="list-style-type: none"> <li>• Adequate financial resources are available to pay all scheduled debt service payments and maintain the City's bond covenant requirements.</li> <li>• Bond issued in 2015 that require new debt service resources include Series 2016A General Obligation Development Bonds for construction of a new City Hall and Series 2015E GO Obligations Development Parking Bonds for a downtown parking facility.</li> <li>• A direct bank loan that was executed in 2016 for the FM Diversion project in the amount of \$100 million. This note will be paid by sales tax resources that have are currently authorized. Cass County, ND a co-sponsor of this project borrowed an equal amount for this project.</li> <li>• Future debt issuance include continuation of Refunding Improvement Bonds for the growth and expansion of City infrastructure in 2017. The amount issued is dependent upon projects authorized by the City Commission and the status of their completion. We typically issue this type of debt in amounts in the \$25 to \$35 million range.</li> <li>• Tax Increment Financing District 2004-01 Scatter Site TIF will be closed out in 2017. Tax Increment Financing District 2003-01 Scatter Site TIF was closed out in 2016.</li> <li>• The City anticipates the maintenance of our existing bond ratings with Moody's and Standard &amp; Poor's Corporation based upon the overall strength of our economy.</li> </ul>

**CITY OF FARGO, NORTH DAKOTA  
GOVERNMENTAL DEBT SERVICE FUNDS  
SUMMARY BUDGET DATA**

<b>Sources &amp; Uses of Funds</b>	<b>Approved Budget 2016</b>	<b>Approved Budget 2017</b>
<b>Revenues:</b>		
Tax Increment District Property Taxes	\$ 3,318,000	\$ 4,022,000
Special Assessments Certified	22,723,000	24,750,000
Special Assessment Prepayments	3,376,650	4,950,000
Sales Taxes	26,082,000	20,148,345
Interest on Debt Service Reserves	150,000	300,000
Transfer In From General Fund for GO Debt	992,426	1,677,520
Transfer In From Special Revenue	337,800	735,635
Transfer in From Debt Service	225,000	616,800
Transfer For Sales Tax Bond Payments and Reserves	8,127,125	8,108,682
<b>Total Revenues</b>	<b>\$ 65,332,001</b>	<b>\$ 65,308,982</b>
<b>Expenditures &amp; Transfers:</b>		
General Obligation Bond Principal	755,000	1,601,000
General Obligation Bond Interest & Fees	407,826	1,432,555
Refunding Improvement Bond Principal	14,515,000	14,500,000
Refunding Improvement Bond Interest & Fees	12,933,383	13,412,103
Sales Tax Revenue Bond Principal	8,154,000	8,395,000
Sales Tax Revenue Bonds Interest & Fees	7,079,025	6,012,842
Tax Increment District Development Obligations	3,318,000	4,524,000
Debt Residual Expenditures	-	60,000
Transfer Debt Residuals	1,450,000	1,450,000
Transfer To Debt Service Funds	8,127,125	8,725,482
Transfer Sidewalk and Sewer Assessments to Capital Project Fund	698,300	463,200
Transfer Sales Tax Surplus to Capital Project Fund	10,848,975	5,740,503
<b>Total Expenditures &amp; Transfers</b>	<b>\$ 68,286,634</b>	<b>\$ 66,316,685</b>

**CITY OF FARGO, NORTH DAKOTA  
2017 DEBT SERVICE BUDGET  
REFUNDING IMPROVEMENT (SPECIAL ASSESSMENT) BONDS**

BOND ISSUES	FUND	CERTIFIED SPECIAL ASSMT.	UNCERTIFIED SPECIAL ASSMT.	INTEREST	TRANSFER OTHER FUNDS	OTHER SOURCES	TOTALS
<b>Revenues:</b>							
General Debt Service	310	\$ 182,000	\$ 36,400	\$ 300,000	\$ -	\$ -	\$ 518,400
2000 SRF	342	115,000	23,000	-	-	-	138,000
2005 A RIB	355	1,206,000	241,200	-	-	-	1,447,200
2005 B RIB	356	280,000	56,000	-	-	-	336,000
2006 C RIB	359	250,000	50,000	-	-	-	300,000
2007 B RIB	360	776,000	155,200	-	-	-	931,200
2008 A RIB	361	1,880,000	376,000	-	-	-	2,256,000
2016 SERIES B Refunding RIB (2009 C RIB)	362	1,918,000	383,600	-	-	-	2,301,600
2009 A RIB	318	838,000	167,600	-	-	-	1,005,600
2010 B RIB (2014E RIB)	363	1,348,000	269,600	-	-	-	1,617,600
2010 C RIB	364	436,000	87,200	-	-	-	523,200
2011 A RIB	365	1,165,000	233,000	-	-	-	1,398,000
2011 B RIB	324	323,000	64,600	-	-	-	387,600
2011 C RIB	366	1,039,000	207,800	-	-	-	1,246,800
2011 D RIB	325	663,000	132,600	-	-	-	795,600
2011 E RIB	367	783,000	156,600	-	-	-	939,600
2012 SERIES A Refunding RIB	368	2,847,000	569,400	-	-	-	3,416,400
2013 C RIB	369	1,107,000	221,400	-	-	-	1,328,400
2014 D RIB	370	2,684,000	536,800	-	-	-	3,220,800
2014 F RIB	371	1,610,000	322,000	-	-	-	1,932,000
2014 G RIB Taxable	372	525,000	105,000	-	-	-	630,000
2015 SERIES A Refunding RIB	373	1,088,000	217,600	-	-	-	1,305,600
2015 D RIB	375	903,000	180,600	-	-	-	1,083,600
2016 RIB	326	395,000	79,000	-	-	-	474,000
<b>TOTAL RIB FUND REVENUES</b>		<b>\$ 24,361,000</b>	<b>\$ 4,872,200</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 29,533,200</b>

BOND ISSUES	FUND	ORIGINAL ISSUE	PRINCIPAL	INTEREST	PAYING AGENT	TRANSFERS OUT	TOTALS
<b>Expenditures &amp; Transfers :</b>							
General Debt Service	310	\$ -	\$ -	\$ -	\$ -	\$ 1,450,000	\$ 1,450,000
2000 Storm Sewer SRF	342	1,816,295	105,000	10,875	4,600	-	120,475
2005 RIB Refunding Series (2014D)	355	12,640,000	655,000	481,650	1,800	-	1,138,450
2005 RIB Refunding Series B	356	10,675,000	370,000	22,931	1,800	-	394,731
2006 RIB Series C	359	6,465,000	850,000	18,656	1,800	-	870,456
2007 RIB Series B	360	13,045,000	470,000	404,108	1,800	-	875,908
2008 RIB Series E	361	26,285,000	810,000	1,117,970	1,800	-	1,929,770
2009 RIB Series A	318	13,190,000	1,330,000	125,963	1,800	-	1,457,763
2016 SERIES B Refunding RIB (2009 C RIB)	362	27,485,000	-	479,000	1,800	-	480,800
2010 B RIB (2014 E RIB)	363	19,440,000	695,000	605,857	1,800	-	1,302,657
2010 RIB Series C	364	8,250,000	475,000	270,550	1,800	-	747,350
2011 RIB Series A	365	19,180,000	620,000	699,838	1,800	-	1,321,638
2011 RIB Series B	324	5,430,000	165,000	190,956	1,800	-	357,756
2011 RIB Series C	366	20,965,000	545,000	669,669	1,800	-	1,216,469
2011 RIB Series D	325	10,085,000	310,000	316,181	1,800	-	627,981
2011 RIB Series E	367	9,515,000	585,000	212,808	1,800	-	799,608
2012 RIB Refunding Series A	368	34,180,000	2,355,000	967,449	1,800	-	3,324,249
2013 RIB Series C	369	16,705,000	505,000	613,498	1,800	-	1,120,298
2014 RIB Series D	370	39,760,000	1,125,000	1,601,675	1,800	-	2,728,475
2014 RIB Series F	371	40,445,000	1,065,000	1,749,675	1,800	-	2,816,475
2014 Taxable RIB Series G	372	8,355,000	245,000	297,876	1,800	-	544,676
2015 RIB Refunding A (2006B & 2007B)	373	18,250,000	470,000	738,012	1,800	-	1,209,812
2015 RIB Series B (Refunding)	374	15,325,000	-	600,312	1,800	-	602,112
2015 RIB Series D	375	34,675,000	750,000	1,172,394	1,800	-	1,924,194
<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>		<b>\$ 14,500,000</b>	<b>\$ 13,367,903</b>	<b>\$ 44,200</b>	<b>\$ 1,450,000</b>	<b>\$ -</b>	<b>\$ 29,362,103</b>

**CITY OF FARGO, NORTH DAKOTA  
2017 DEBT SERVICE BUDGET  
SALES TAX REVENUE BONDS (SALES TAX BACKED)**

BOND FUNDS:		SALES TAX COLLECTIONS			TRANSFER IN			TOTALS	
REVENUES									
CFP FLOOD SALES TAX REVENUE BONDS	603			\$ 6,716,115	\$ -			\$ 6,716,115	
SRF UTILITY WATER PROJECTS BONDS	607			6,716,115	-			6,716,115	
SRF UTILITY WASTEWATER PROJECTS BONDS	608			6,716,115	-			6,716,115	
TOTAL SALES TAX COLLECTIONS				\$ 20,148,345	\$ -			\$ 20,148,345	
BOND ISSUES OUTSTANDING:		FUND	ORIGINAL ISSUANCE	FY PRINCIPAL	FY INTEREST	STATE ADMIN. FEE	PAYING AGENT	TRANSFER OUT	TOTALS
EXPENDITURES & TRANSFERS									
CFP FLOOD SALES TAX REVENUE BOND	603		-	-		-	-	\$ 416,955	\$ 416,955
SRF UTILITY PROJECTS WATER BONDS	607		-	-		-	-	3,734,033	3,734,033
SRF UTILITY PROJECTS WASTEWATER BONDS	608		-	-		-	-	1,589,515	1,589,515
CFP SALES TAX REVENUE BONDS:									
SERIES 2013A	603	51,375,000	1,960,000	1,755,550	-	1,800	-	3,717,350	
SERIES 2014B	603	32,512,000	1,320,000	1,260,010	-	1,800	-	2,581,810	
TOTAL FLOOD CONTROL SALES TAX BONDS		83,887,000	3,280,000	3,015,560	-	3,600	-	6,299,160	
SRF NOTES: (UTILITY INFRASTRUCTURE)									
SALES TAX REVENUE BONDS, SERIES 2008A	630	63,725,000	3,220,000	1,218,875	235,725	1,800	-	4,676,400	
SALES TAX REVENUE BONDS, SERIES 2008B	610	29,240,000	1,460,000	634,782	108,900	1,800	-	2,205,482	
SALES TAX REVENUE BONDS, SERIES 2008C	632	1,630,000	85,000	29,500	5,900	1,800	-	122,200	
SALES TAX REVENUE BONDS, SERIES 2008D	612	2,270,000	125,000	40,000	8,000	1,800	-	174,800	
SALES TAX REVENUE BONDS, SERIES 2010A	634	699,374	40,000	2,675	2,675	1,800	-	47,150	
SALES TAX REVENUE BONDS, SERIES 2010D	636	3,651,075	185,000	78,375	15,675	1,800	-	280,850	
SALES TAX REVENUE BONDS, SERIES 2013B	614	66,352,000	-	600,000	-	1,800	-	601,800	
TOTAL SRF SALES TAX BONDS		167,567,449	5,115,000	2,604,207	376,875	12,600	-	8,108,682	
TOTAL SALES TAX OBLIGATIONS		\$ 251,454,449	\$ 8,395,000	\$ 5,619,767	\$ 376,875	\$ 16,200	\$ 2,006,470	\$ 20,148,345	

REVENUE BOND DEBT SERVICE COVERAGE RATIOS:							DEBT COVERAGE %
CFP SALES TAX REVENUE BONDS (3 issues)							107%
SRF SALES TAX REVENUE WATER (3 issues)							225%
SRF SALES TAX REVENUE WASTEWATER (4 issues)							131%
REVENUE BOND RESERVE REQUIREMENTS:			FINANCING RESERVE REQUIRED	RESERVE BALANCE 1/1/2017	DEPOSITS	DEPOSIT NO.	RESERVE BALANCE 12/31/2017
SALES TAX REVENUE BONDS, SERIES 2008A	631	Wastewater	\$ 4,442,000	\$ 4,442,000	-	5 of 5	4,442,000
SALES TAX REVENUE BONDS, SERIES 2008B	611	Water	2,094,826	2,094,826	-	5 of 5	2,094,826
SALES TAX REVENUE BONDS, SERIES 2008C	633	Wastewater	118,375	118,375	-	5 of 5	118,375
SALES TAX REVENUE BONDS, SERIES 2008D	613	Water	173,250	173,250	-	5 of 5	173,250
SALES TAX REVENUE BONDS, SERIES 2010A	635	Wastewater	47,794	47,794	-	5 of 5	47,794
SALES TAX REVENUE BONDS, SERIES 2010D	637	Wastewater	281,875	281,875	-	5 of 5	281,875
SALES TAX REVENUE BONDS, SERIES 2013B	615	Water	4,248,300	-	-	1 of 5	-
<b>STATUS OF BOND RESERVE FUNDING</b>			<b>\$ 11,406,420</b>	<b>\$ 7,158,120</b>	<b>\$ -</b>		<b>\$ 7,158,120</b>

**CITY OF FARGO, NORTH DAKOTA  
OTHER GOVERNMENTAL DEBT**

Other Obligations	FUND	CERTIFIED SPECIALS	UNCERTIFIED SPECIALS	OTHER SOURCES	TRANSFER IN	TOTALS
<b>Revenues:</b>						
2006-2015 Sidewalk	379	\$ 170,000	\$ 34,000	\$ -	\$ -	\$ 204,000
General Sewer	388	219,000	43,800	-	-	262,800
2009 G.O. Development Revenue Bonds	384	-	-	-	192,407	192,407
2014 US Bank Direct Loan (Public Health Building)	390	-	-	-	616,800	616,800
2015 G.O. Development Bond, Series E (Parking)	376	-	-	-	735,635	735,635
2016 G.O. Development Bond, Series A (City Hall)	396	-	-	-	1,260,313	1,260,313
2016 Fire Station Remodel Borrowing	391	-	-	-	224,800	224,800
<b>TOTAL REVENUES</b>		<b>\$ 389,000</b>	<b>\$ 77,800</b>	<b>\$ -</b>	<b>\$ 3,029,955</b>	<b>\$ 3,496,755</b>
BOND ISSUES	FUND	PRINCIPAL	INTEREST	PAYING /FISCAL	TRANSFER OUT	TOTALS
<b>Expenditures &amp; Transfers:</b>						
2006-2015 Sidewalk	379	\$ -	\$ -	\$ 1,800	\$ 202,200	\$ 204,000
General Sewer	388	-	-	1,800	261,000	262,800
2009 G.O. Development Bonds (Fire Station #7)	384	125,000	65,607	1,800	-	192,407
2014 US Bank Direct Loan (Public Health Building)	390	565,000	50,000	1,800	-	616,800
2015 G.O. Development Bond, Series E (Parking)	376	430,000	303,835	1,800	-	735,635
2016 G.O. Development Bond, Series A (City Hall)	396	375,000	883,513	1,800	-	1,260,313
2016 Fire Station Remodel Borrowing	391	106,000	117,000	1,800	-	224,800
<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>		<b>\$ 1,601,000</b>	<b>\$ 1,419,955</b>	<b>\$ 12,600</b>	<b>\$ 463,200</b>	<b>\$ 3,496,755</b>



**CITY OF FARGO, NORTH DAKOTA  
TAX INCREMENT FINANCING DISTRICT OBLIGATIONS**

<b>TAX INCREMENT DISTRICTS</b>	<b>YEAR STARTED</b>	<b>MATURITY DATE</b>	<b>PROPERTY TAXES</b>
<b>Revenues:</b>			
C-1 TAX INCREMENT			\$ 285,000
GREAT NORTHERN DEPOT			16,000
TAX INCREMENT 2001-01 ( MATRIX)	2001	2017	2,338,000
TAX INCREMENT 2002-01 ( ND HORSE PARK)	2002	NA	57,000
TAX INCREMENT 2005-01 ( FAYLAND)	2005	2020	759,000
TAX INCREMENT 2006-01 (BRISTOL ON BDWY)	2006	2021	91,000
TAX INCREMENT 2006-02 (JPR 19TH AVE NO.)	2006	2021	211,000
TAX INCREMENT 2007-01 (FM DEVELOPMENT PHASE I)	2007	2022	37,000
TAX INCREMENT 2007-02 (FEDER 12TH AVE N)	2007	2022	31,000
TAX INCREMENT 2008-01 (FM DEVELOPMENT II)	2008	2023	59,000
TAX INCREMENT 2011-01 (SHOTWELL)	2011	2026	79,000
TAX INCREMENT 2012-01 (914 LLC)	2012		36,000
TAX INCREMENT (710 LOFTS)	2016		2,000
TAX INCREMENT (BUTLER BUSINESS PARK)	2016		21,000
<b>TOTAL TAX INCREMENT REVENUES</b>			<b>\$ 4,022,000</b>

<b>TAX INCREMENT DISTRICTS</b>			<b>PAYMENT OF OBLIGATIONS</b>
<b>Expenditures &amp; Transfers :</b>			
C-1 TAX INCREMENT			\$ 787,000
GREAT NORTHERN DEPOT			16,000
TAX INCREMENT 2001-01 ( MATRIX)	2001	2017	2,338,000
TAX INCREMENT 2002-01 ( ND HORSE PARK)	2002	NA	57,000
TAX INCREMENT 2005-01 ( FAYLAND)	2005	2020	759,000
TAX INCREMENT 2006-01 (BRISTOL ON BDWY)	2006	2021	91,000
TAX INCREMENT 2006-02 (JPR 19TH AVE NO.)	2006	2021	211,000
TAX INCREMENT 2007-01 (FM DEVELOPMENT PHASE I)	2007	2022	37,000
TAX INCREMENT 2007-02 (FEDER 12TH AVE N)	2007	2022	31,000
TAX INCREMENT 2008-01 (FM DEVELOPMENT II)	2008	2023	59,000
TAX INCREMENT 2011-01 (SHOTWELL)	2011	2026	79,000
TAX INCREMENT 2012-01 (914 LLC)	2012		36,000
TAX INCREMENT (710 LOFTS)	2016		2,000
TAX INCREMENT (BUTLER BUSINESS PARK)	2016		21,000
<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>			<b>\$ 4,524,000</b>

**CITY OF FARGO, NORTH DAKOTA  
2017 DEBT SERVICE FUNDS MID-YEAR BUDGET ADJUSTMENT**

Adjustment Detail	Fund/Department	Amounts	Account #	Reason For Adjustments
<b>Revenue Adjustments:</b>				
Special Assessment Collections	RIB Debt Service Revenue	6,000,000	various	Estimated Prepayments
Sales Tax	CFP Flood Sales Tax Revenue Bonds	(6,520,500)	603-8502-313.10-00	Reallocation of Sales Tax
<b>Total Debt Service Fund Revenues</b>		<b>\$ (520,500)</b>		
<b>Expenditure Adjustments:</b>				
Early Redemption Bond Principal	RIB Fund 324	3,395,000	324-8502-520-80-10	RIB debt defeasance
Early Redemption Bond Principal	RIB Fund 325	9,200,000	325-8502-520-80-10	RIB debt defeasance
<b>Total Debt Service Fund Expenditures</b>		<b>\$ 12,595,000</b>		

Fund Description and Purpose	Fiscal Trends and Comments
<p>Capital Project funds are used to account for ongoing investment in municipal capital assets. Currently, the State of North Dakota's budget law does not require a budget for capital project funds, and therefore none is presented.</p> <p>Fargo is a large regional economic center that requires quality infrastructure. Continued and systematic expansion of the City creates the need for extended collector roadways, local neighborhood streets, bridges, flood control assets, sanitary sewer, storm sewer, and water and wastewater infrastructure. As a result of continued need for infrastructure, voters have approved a local sales tax to help fund these expensive projects. Sales taxes are our largest single revenue source.</p> <p>A formalized and long term capital improvement plan that spans a twenty-year planning horizon is updated annually for all municipal utility assets to include water and wastewater systems. A master planning effort links the needs of critical infrastructure projects to funding sources. Projects related to the utility master plan are incorporated into the budget approval process.</p> <p>General infrastructure planning for streets &amp; roadways, subdivision underground utilities, pavement management, sidewalk construction, flood control projects, and other non utility projects are administered by the City Engineering Department. A capital improvement plan is prepared annually at year-end which provides authorization to proceed with the subsequent year's construction season.</p> <p>All assets in excess of \$5,000 with an expected life of at least two years are capitalized and reported in the annual financial statements.</p>	<ul style="list-style-type: none"> <li>• Demand for expansion of new housing subdivisions is strong. Single family building permits exceed last year's levels by about 50%.</li> <li>• A single largest capital project in process the expansion of our water treatment plant. The expansion will increase our capacity to 45 mgd and will be capable of removing sulphate from Devils Lake discharges into the Sheyenne River. This includes actual plant expansion and work on the Sheyenne River pumping station.</li> <li>• Work continues on a multi-year flood control capital improvement plan to raise our flood levees to a higher level and seek a permanent long term solution to protecting ourselves from flooding. Funds will be allocated for home removals and raising protection levels along the Red River Corridor when the Engineering Department's capital improvement plan is approved in December.</li> <li>• The FM Diversion project has been approved by the Army Corp. of Engineers. Work will progress on this project later this fall. Voters will be asked to extend sales tax authorization in Fargo and Cass County to fund this project on a long term basis. This is a large flood control project that will take several years to construct.</li> </ul>

Fund Description	Fiscal Trends and Comments
<p>The City of Fargo operates ten Enterprise Funds to provide traditional municipal utility services to our citizens. There are approximately 30,000 customers serviced in our municipal utility services.</p> <p>They include Water, Wastewater, Solid Waste, Forestry, Street Lighting, Storm Sewer, Vector Control, Southeast Cass Sewer, Municipal Airport and the FargoDome.</p> <p>The Water fund is the largest municipal utility and is shown as a major fund in this budget document.</p> <p>Enterprise funds are operated on a business-like basis and each fund carries all assets within the fund with final measurement of net assets.</p> <p>Utility rates are monitored annually and set by resolution of the Board of City Commissioners.</p>	<ul style="list-style-type: none"> <li>• Forestry and Landfill rates will be increased in 2017.</li> <li>• Fargo became a regional water services provide under contract with the City of West Fargo beginning in June, 2016.</li> <li>• A recent comparison of Fargo's utility bill for an average household for water, wastewater and storm sewer fees showed that Fargo's fees were 13% lower per month than the average in North Dakota.</li> <li>• Local sales tax revenues are used to pay for capital projects associated with utility infrastructure and, as a result, Fargo has been able to keep utility rates constant for the past several years.</li> <li>• A twenty-year capital improvement plan and related revenue adequacy model is updated annually to assure that there will be adequate resources to provide high quality utility services. This includes rate revenue as well as sales tax revenue for capital programming.</li> <li>• A water treatment plant expansion is currently underway that will increase Fargo's treatment and distribution capacity to 45 mgd.</li> <li>• Wastewater reuse is currently utilized and this byproduct is sold for the production of ethanol in a nearby community</li> <li>• Water Revenue Bonds Series 1997 will be paid off in 2017.</li> <li>• The Fargodome long-term capital escrow fund balance is currently \$33.6 million. This is reserved for the long term care and maintenance of the Dome.</li> <li>• The Fargodome is currently upgrading its video technology in 2016 at a cost of \$8 million.</li> </ul>

**CITY OF FARGO, NORTH DAKOTA**  
**PROPRIETARY FUNDS REVENUE ANALYSIS BY FUND 2016 VS. 2017**

Utility Funds	2016 Approved Budget	2017 Approved Budget	\$ Change	% Change
<b>Major Funds:</b>				
Water	\$ 22,430,000	\$ 24,091,000	\$ 1,661,000	7.4%
Water Bond	3,962,050	3,942,600	(19,450)	-0.5%
<b>Total Major Utility Funds</b>	<b>26,392,050</b>	<b>28,033,600</b>	<b>1,641,550</b>	<b>6.2%</b>
<b>Non Major Utility Funds:</b>				
Airport	19,197,237	17,018,167	(2,179,070)	-11.4%
Solid Waste	13,687,000	15,382,000	1,695,000	12.4%
Wastewater	11,428,000	11,669,505	241,505	2.1%
Fargodome	10,053,734	8,850,246	(1,203,488)	-12.0%
Street Lighting	1,918,000	1,952,000	34,000	1.8%
Forestry	1,810,000	1,863,000	53,000	2.9%
Storm Sewer	1,632,000	1,650,000	18,000	1.1%
Vector Control	685,000	697,000	12,000	1.8%
Southeast Cass	24,000	24,000	-	0.0%
<b>Total Other Utility Funds</b>	<b>60,434,971</b>	<b>59,105,918</b>	<b>(1,329,053)</b>	<b>-2.20%</b>
<b>Total All Utility Funds</b>	<b>\$ 86,827,021</b>	<b>\$ 87,139,518</b>	<b>\$ 312,497</b>	<b>0.4%</b>
<b>Budget Notes:</b>  Fargo became West Fargo's water supplier in June, 2016, 2017 will be the first full year of service. Forestry rates will increase by 50 cents in 2017. Landfill tipping rates will increase from \$38/ton to \$43/ton.				

**CITY OF FARGO, NORTH DAKOTA**  
**PROPRIETARY FUNDS EXPENDITURE ANALYSIS BY FUND 2016 VS. 2017**

<b>Utility Funds</b>	<b>2016 Approved Budget</b>	<b>2017 Approved Budget</b>	<b>\$ Change</b>	<b>% Change</b>
<b>Major Fund:</b>				
Water	\$ 22,224,053	\$ 24,642,832	\$ 2,418,779	10.9%
Water Bond	3,949,212	3,942,600	(6,612)	-0.2%
<b>Total Major Utility Fund</b>	<b>26,173,265</b>	<b>28,585,432</b>	<b>2,412,167</b>	<b>9.2%</b>
<b>Other Utility Funds:</b>				
Airport	19,835,594	18,610,992	(1,224,602)	-6.2%
Solid Waste	14,156,000	16,490,425	2,334,425	16.5%
Wastewater	9,647,771	10,574,440	926,669	9.6%
Fargodome	9,872,014	8,461,473	(1,410,541)	-14.3%
Street Lighting	1,889,000	1,962,005	73,005	3.9%
Forestry	1,978,000	2,051,327	73,327	3.7%
Storm Sewer	1,511,000	1,685,005	174,005	11.5%
Vector Control	748,000	756,500	8,500	1.1%
Southeast Cass	49,000	48,700	(300)	-0.6%
<b>Total Other Utility Funds</b>	<b>59,686,379</b>	<b>60,640,867</b>	<b>954,488</b>	<b>1.6%</b>
<b>Total All Utility Funds</b>	<b>\$ 85,859,644</b>	<b>\$ 89,226,299</b>	<b>\$ 3,366,655</b>	<b>3.9%</b>

**CITY OF FARGO, NORTH DAKOTA**  
**PROPRIETARY FUNDS EXPENSE ANALYSIS BY COST CATEGORY (ALL FUNDS)**  
**2016 vs. 2017**

Expense Category	2016 Approved Budget	2017 Approved Budget	Change	% Change
Salaries	\$ 12,712,971	\$ 12,605,129	(107,842)	-0.8%
Benefits	3,495,540	3,814,642	319,102	9.1%
Other Services	7,038,515	10,416,218	3,377,703	48.0%
Repairs and Maintenance	2,688,100	3,008,850	320,750	11.9%
Rentals/ Leases	1,139,408	1,446,008	306,600	26.9%
Insurance	614,453	610,853	(3,600)	-0.6%
Communications	86,675	87,475	800	0.9%
Advertising / Printing	567,729	332,211	(235,518)	-41.5%
Travel / Education / Dues	350,905	364,370	13,465	3.8%
Energy	4,985,825	5,852,297	866,472	17.4%
General Supplies	1,389,951	1,507,751	117,800	8.5%
Miscellaneous	5,646,501	3,513,063	(2,133,438)	-37.8%
Capital Outlay	19,380,587	16,948,010	(2,432,577)	-12.6%
Debt Service	6,228,434	6,451,822	223,388	3.6%
Transfers To Other Funds	19,534,050	22,267,600	2,733,550	14.0%
<b>Totals</b>	<b>\$ 85,859,644</b>	<b>\$ 89,226,299</b>	<b>\$ 3,366,655</b>	<b>3.9%</b>

**CITY OF FARGO, NORTH DAKOTA  
MUNICIPAL AIRPORT AUTHORITY  
2016 VS. 2017 SUMMARY BUDGET**

<b>Fund</b>	<b>2016 Approved Budget</b>	<b>2017 Approved Budget</b>	<b>\$ Change</b>	<b>% Change</b>
Operation & Maintenance	\$ 4,809,144	\$ 5,347,737	\$ 538,593	11.2%
Construction	15,026,450	10,563,255	(4,463,195)	-29.7%
Passenger Facility Surcharge	-	2,700,000	2,700,000	0.0%
<b>Totals</b>	<b>\$ 19,835,594</b>	<b>\$ 18,610,992</b>	<b>\$ (1,224,602)</b>	<b>-6.2%</b>



Description of Service Provided	Current or Emerging Issues
<p>The Water Treatment Plant is responsible for operating and maintaining a state-of-the-art 30 million gallons per day (MGD) surface water treatment plant and all reserve storage facilities that supplement the City's water distribution system. The reserve storage facilities include 11 elevated storage tanks and 2 ground storage reservoirs and pumping stations with a total capacity of 20 million gallons. The water treatment plant supplies safe drinking water to the City of Fargo, portions of the Cass Rural Water Users District (consecutive user), and as of June 1, 2016, the City of West Fargo.</p> <p>The City's surface water treatment plant utilizes water from the Red and Sheyenne Rivers. River water is delivered to the WTP through pumping stations located on both the Red and Sheyenne Rivers. At the WTP, the water goes through a series of treatment processes including pretreatment, lime and soda ash softening, ozone disinfection and filtration.</p> <p>Following treatment, the finished water is pumped through the City's water distribution system to meet the daily and peak demand of consumers.</p>	<p>In 2015, the City began construction on a WTP expansion project. The project will involve installation of a parallel membrane treatment system which will expand the overall treatment capacity to 45 MGD. The new treatment system will include pretreatment, MF/UF (micro/ultra filtration) membranes, RO (reverse osmosis) membranes and disinfection. The capital expense associated with the WTP expansion will be financed with infrastructure sales tax and ND State Water Commission grant funds.</p> <p>With West Fargo, the 2017 budget has been increased to account the additional requirements for water production and pumping. The total increase in the proposed Division 3051 Water Treatment budget is consistent with predicted O&amp;M cost increase to serve West Fargo during planning. An increase sludge disposal costs also resulted in an increase in 2017 expenses. However, the additional revenue from West Fargo exceeds increases in expenses and will help stabilize water rates to Fargo customers.</p> <p>With West Fargo as a customer, there are regionalization-related capital projects being constructed, including two West Fargo booster pump stations and Sheyenne pump station improvements. The Water Utility is anticipating the use of infrastructure sales tax funds to cover these costs and has secured grant funds with the State Water Commission to assist in this effort (60% Cost-Share).</p>

## Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Average Day Demand	11,400,000 gallons	13,200,000 gallons	14,400,000 gallons
Peak Day Demand	18,000,000 gallons	29,500,000 gallons	29,500,000 gallons
Total Water Produced	4,200,000,000 gallons	4,700,000,000 gallons	5,100,000,000 gallons
Consecutive User Demand	119,500,000 gallons	758,300,000 gallons	1,079,400,000 gallons
Water Meter Count	28,806	29,200	29,500
WTP Expansion	15% Complete	45% Complete	80% Complete
Sheyenne Pump Station	NA	5% Complete	50% Complete

## Water Treatment

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 1,704,709	\$ 1,765,023	\$ 1,738,396	\$ 1,767,072
Benefits	578,611	662,041	661,218	709,986
Other Services	868,006	1,014,776	1,014,776	1,764,776
Repairs and Maintenance	185,120	139,000	139,000	189,500
Rentals	4,353	7,000	7,000	7,000
Insurance	47,904	61,390	61,390	61,390
Communications	13,261	15,300	15,300	13,800
Advertising and Printing	12,215	16,500	16,500	14,000
Travel & Education	29,332	134,500	134,500	134,000
Energy	905,252	1,030,500	1,001,752	1,135,500
General Supplies	257,077	258,500	258,500	255,000
Major Supplies	1,702,311	2,500,000	2,500,000	2,600,000
Miscellaneous	20,181	18,500	18,500	18,500
Capital Outlay	190,538	235,300	235,300	228,700
Debt Service	-	-	-	-
Transfers	8,554,032	10,950,050	10,950,050	11,717,600
<b>TOTAL</b>	\$ 15,072,902	\$ 18,808,380	\$ 18,752,182	\$ 20,616,824
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	27	27	27	28
Part Time Benefited	-	-	-	-
Contracted Employees	1	1	1	1
<b>TOTAL</b>	28	28	28	29

Description of Service Provided	Current or Emerging Issues
<p>The Mains and Hydrants Department provides a wide range of services essential to the public which can vary from fire hydrant repair to repair of broken water mains and even assisting with flood/snow events.</p> <p>The major services delivered include:</p> <ul style="list-style-type: none"> <li>• Repair of Water Main Failures</li> <li>• Fire Hydrant Maintenance Program</li> <li>• Water Main Valve Exercising Program</li> <li>• Water Main Valve Maintenance</li> <li>• Street Patch Repair</li> <li>• Water Service Inspection</li> <li>• New Construction/Rehab Inspection</li> <li>• Boulevard Restoration and Repair</li> <li>• Water Service Repairs</li> <li>• Water Main &amp; Service Locations</li> <li>• Water Main Tapping Service</li> <li>• Assisting other Departments</li> </ul>	<ul style="list-style-type: none"> <li>• Frozen water services continue to be an issue in the winter requiring a combination of mechanical thawing and physically digging the service to repair. As time allows, the department has been lowering high priority water services to prevent freezing in the future.</li> <li>• With aging infrastructure, the water main gate turning program is growing in importance, and is requiring more staff attention. The program is a proactive approach to maintaining water distribution condition.</li> <li>• The department continues to work on utilizing technology to better manage our assets. CityWorks has been implemented and is being utilized for asset management. In addition, leak detection is becoming more proficient with newly purchased leak detection equipment.</li> <li>• Midcontinent Communications started infrastructure expansion in 2014 and continues expanding services to Fargo. They have a three year plan to cover the entire city. The expansion has greatly increased water main locates within the department.</li> </ul>

## Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Water Main Breaks	38	44	49
Service	132	144	155
Water Main Valves Repaired	30	31	32
Water Main Taps	121	120	118
Hydrant Repair/Replaced	136	120	104
Water Service Inspections	642	641	640
Water Main Gates Exercised	210	600	650

## Water Mains & Hydrants

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 593,665	\$ 781,900	\$ 772,359	\$ 758,607
Benefits	233,773	285,156	286,427	272,747
Other Services	128,121	146,500	146,500	146,500
Repairs and Maintenance	31,373	47,800	47,800	47,800
Rentals	24,765	26,500	26,500	101,500
Insurance	-	-	-	-
Communications	3,339	4,200	4,200	5,200
Advertising and Printing	131	1,175	1,175	1,175
Travel & Education	8,710	13,800	13,800	14,800
Energy	40,622	70,069	33,066	74,069
General Supplies	167,927	110,900	110,900	130,900
Major Supplies	108,393	149,500	149,500	139,500
Miscellaneous	8,884	8,000	8,000	8,612
Capital Outlay	186,192	179,500	250,500	214,500
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 1,535,895	\$ 1,825,000	\$ 1,850,727	\$ 1,915,910
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	11	12	12	12
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
<b>TOTAL</b>	11	12	12	12

Description of Service Provided	Current or Emerging Issues																														
<p>The Water Meters division is responsible for procuring and installing all public water meters in the City of Fargo ranging in size from 5/8-inches to 10-inches. The division is also responsible for the replacement, calibration and maintenance of all public water meters in the City. At the request of the Auditor's office, the division conducts all water service shut-off or turn-on activities. At the request of the Auditor's office, the division assists with gathering monthly meter reading data for billing purposes. The meter count at the end of 2015 was as follows:</p> <table> <tr> <th>Meter Size</th><th>Count</th></tr> <tr> <td>5/8</td><td>13,547</td></tr> <tr> <td>3/4</td><td>11,779</td></tr> <tr> <td>1</td><td>801</td></tr> <tr> <td>1-1/2</td><td>1,217</td></tr> <tr> <td>2</td><td>1,103</td></tr> <tr> <td>3</td><td>245</td></tr> <tr> <td>4</td><td>82</td></tr> <tr> <td>6</td><td>19</td></tr> <tr> <td>8</td><td>3</td></tr> <tr> <td>10</td><td>10</td></tr> <tr> <td><b>TOTAL</b></td><td><b>28,806</b></td></tr> </table>	Meter Size	Count	5/8	13,547	3/4	11,779	1	801	1-1/2	1,217	2	1,103	3	245	4	82	6	19	8	3	10	10	<b>TOTAL</b>	<b>28,806</b>	<p>The Water Meters division currently obtains (reads) individual monthly meter data via manual reads, handheld touch pad devices or mobile radio devices. At this time, the meter reading technology distribution is as follows:</p> <table> <tr> <td>Manual Read Meters</td><td>3</td></tr> <tr> <td>Touch Pad Read Meters</td><td>19,409</td></tr> <tr> <td>Mobile Read Meters</td><td>9,397</td></tr> </table> <p>The meters division has been researching/evaluating newer technology for obtaining monthly meter data. The newer technology is referred to as fixed network where all meter data can be obtained from a central location. The division is researching a migrate-able system to allow continued use of the City's existing radio read meters.</p>	Manual Read Meters	3	Touch Pad Read Meters	19,409	Mobile Read Meters	9,397
Meter Size	Count																														
5/8	13,547																														
3/4	11,779																														
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<b>TOTAL</b>	<b>28,806</b>																														
Manual Read Meters	3																														
Touch Pad Read Meters	19,409																														
Mobile Read Meters	9,397																														

## Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
New Meters	300	300	300
Meters Replaced	12	15	15
Registers Replaced	133	135	135
R900's Replaced	22	20	20
Frozen Meters	41	40	40
Total Meter Count	28,806	29,200	29,500

## Water Meters

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 347,545	\$ 352,644	\$ 356,335	\$ 364,508
Benefits	113,979	119,519	121,903	148,585
Other Services	8,402	10,000	10,000	10,000
Repairs and Maintenance	21,709	25,700	25,700	26,100
Rentals	29,900	27,600	27,600	27,600
Insurance	-	-	-	-
Communications	1,563	1,755	1,755	1,755
Advertising and Printing	272	400	400	550
Travel & Education	-	-	-	-
Energy	14,403	18,700	14,916	15,500
General Supplies	5,223	6,250	6,250	6,050
Major Supplies	-	-	-	-
Miscellaneous	2,130	1,550	1,550	2,400
Capital Outlay	225,538	175,000	175,000	180,000
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 770,664	\$ 739,118	\$ 741,409	\$ 783,048
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	5	5	5	5
Part Time Benefited	-	-	-	-
Contracted Employees	2	2	2	2
<b>TOTAL</b>	7	7	7	7

Description of Service Provided	Current or Emerging Issues
<p>Utility Billing Services provides administration, analysis, and payment processing services for the city's utility bills.</p> <ul style="list-style-type: none"> <li>• Water Meter Reading &amp; Analysis</li> <li>• Utility Bill Account Assessment and Production</li> </ul>	<ul style="list-style-type: none"> <li>• The 2017 budget reclassified three FTE's from the Auditors office to Utility Billing Services, since this is a direct service.</li> <li>• There is significant, steady growth in the use of automatic payments and manual electronic payments.</li> <li>• In 2016, we deployed an online form for starting or ending utility bill service that is available for residents 24 hours a day, enabling resident maximum flexibility to contact the City with service changes, versus needing to contact the office during business hours.</li> </ul>

## Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Utility Accounts Active	29,981	30,560	31,360
Utility Phone Calls	44,538	45,000	46,000
Internet & IVR Payments	68,335	80,848	97,500
Utility ACH & Auto pay	137,945	130,736	128,957
Mail Utility Payments	116,662	114,024	110,124

## Utility Billing Services

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ -	\$ -	\$ -	\$ 148,634
Benefits	-	-	-	57,861
Other Services	-	-	-	346,000
Repairs and Maintenance	-	-	-	1,000
Rentals	-	-	-	-
Insurance	-	-	-	-
Communications	-	-	-	-
Advertising and Printing	-	-	-	-
Travel & Education	-	-	-	-
Energy	-	-	-	-
General Supplies	-	-	-	2,000
Major Supplies	-	-	-	-
Miscellaneous	-	-	-	2,000
Capital Outlay	-	-	-	3,000
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ -	\$ -	\$ -	\$ 560,495
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	-	-	-	3
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
<b>TOTAL</b>	-	-	-	3



## Water Operating

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-
Other Services	868,033	759,447	759,447	674,447
Repairs and Maintenance	-	-	-	-
Rentals	-	-	-	-
Insurance	36,020	31,608	31,608	31,608
Communications	-	-	-	-
Advertising and Printing	-	-	-	-
Travel & Education	-	-	-	-
Energy	-	-	-	-
General Supplies	-	-	-	-
Major Supplies	-	-	-	-
Miscellaneous	8,336	12,000	12,000	12,000
Capital Outlay	3,857,416	-	-	-
Debt Service	26,541	48,500	48,500	48,500
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 4,796,346	\$ 851,555	\$ 851,555	\$ 766,555

Description of Service Provided	Current or Emerging Issues
<p>Water revenue bonds have been issued to pay for the water treatment plant built in 1992.</p> <p>Pursuant to the bond resolution, a bond fund has been established to pay for the long-term debt outstanding.</p> <p>Bonds were issued in 1992 and were refinanced in 2007. They have a final maturity date of 1/1/2017.</p> <p>All bonds from this series are non-callable bonds and will be paid in accordance with the existing debt service schedule.</p>	<p>Construction of an expanded water treatment facility began in 2015. This project will be funded by North Dakota State Water Commission appropriations and the local share will be financed with the issuance of State Revolving Fund loans repaid with infrastructure sales tax.</p> <p>The expanded plant will increase Fargo's water treatment capacity to 45 mgd and sulphate removal equipment will be installed.</p>

## Water Revenue Bond

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-
Other Services	-	-	-	-
Repairs and Maintenance				
Rentals	-	-	-	-
Insurance	-	-	-	-
Communications	-	-	-	-
Advertising and Printing	-	-	-	-
Travel & Education	-	-	-	-
Energy	-	-	-	-
General Supplies	-	-	-	-
Major Supplies	-	-	-	-
Miscellaneous	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	413,609	3,949,212	3,949,212	3,942,600
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 413,609	\$ 3,949,212	\$ 3,949,212	\$ 3,942,600

Description of Service Provided	Current or Emerging Issues
<p>The Wastewater Treatment Plant (WWTP) is responsible for the treatment of wastewater before it can be discharged into the Red River. The WWTP has the capacity to treat an average daily flow (ADF) of 17.5 million gallons per day (MGD). In 2015, the ADF was 12.2083 MGD resulting in a total of 4.456 billion gallons of treated. The WWTP recorded a one-day peak flow of 22.773 MG.</p> <p>The WWTP employs a mechanical and biological process creating a high quality effluent that is discharged to the Red River after meeting strict regulatory standards. Biosolids (solids) accumulated and generated in the wastewater process are treated (stabilized) using a biological process known as anaerobic digestion. One of the beneficial byproducts of the digestion process is methane biogas. This biogas is used to heat WWTP buildings in the winter months. Stabilized biosolids are then dewatered using drying beds and belt filter presses. Dewatered biosolids are disposed of in the city's landfill. The total amount of biosolids delivered to the landfill in 2015 was 2,455 dry metric tons.</p> <p>The WWTP also operates and maintains 65 sanitary lift stations throughout the City of Fargo as well as the surrounding area. The SE Cass sewer system, which includes many rural subdivisions and small cities, utilize over 75 grinder pumps that are maintained by WWTP staff.</p> <p>The Sump Pump Compliance program has been reclassified to a Wastewater Compliance group. This change will allow staff to regulate the sump pump and foundation drain program, but will expand duties to include investigation of fats, oils and grease (FOG) issues, odor complaints, sample collection and provide assistance with the EPA regulated Industrial Pretreatment Program.</p> <p>The WWTP staff also operates and maintains an Effluent Reuse Facility (ERF). Treated effluent is diverted to the ERF and is further treated to high quality water that is pumped to an ethanol plant in Casselton. The technology used to achieve this high quality includes microfiltration and reverse osmosis. In 2015 the WWTP ERF produced over 324 million gallons of reclaimed water. In May 2016, the ERF had surpassed 2.3 billion gallons produced and sold since 2009.</p>	<p>The WWTP has recently updated the 2010 Facility Plan to reflect significant changes that have occurred since the original document was submitted in October 2010.</p> <p>The Facility Plan recommendations were prioritized in a phased approach based on the most immediate needs. Phase I recommendations include equipment upgrades to existing components due to age, condition, capacity and safety. These improvements are the most critical from a vulnerability standpoint to adequately and safely treat wastewater. The Phase I improvements were recently bid and awarded in 2015, with expected completion in 2017.</p> <p>Nutrient reduction recommendations for both the existing WWTP and proposed future plant expansion are addressed in the new document. Potential impacts of becoming a larger regional facility (potential service to West Fargo, Horace &amp; Mapleton) were also included.</p> <p>The updated facility plan included applicable technologies and costs to address nutrients in the WWTP effluent, and will provide staff a single document for Commissioners and Funding Agencies to illustrate that the Fargo Wastewater Utility is well prepared if additional effluent limits are implemented in the future.</p> <p>The plan also included analysis for plant expansion, an opinion of cost with an implementation schedule. The improvements will be ranked in order of importance to ensure efficient, reliable and trouble free operation of the WWTP well into the future. Some of the new technologies being considered include (but not limited to):</p> <ul style="list-style-type: none"> <li>• Integrated Fixed Film Activated Sludge (IFAS)</li> <li>• Moving Bed Biofilm Reactor (MBBR)</li> <li>• Membrane Bioreactor (MBR)</li> </ul> <p>The WWTP historically has operated 24/7 with a minimum of one operator on duty at all times. In January 2015, the WWTP began to automate the processes so as not to have staff 24/7. Currently a call-out alarm system has successfully been implemented along with the installation of a security gate. These changes have allowed the plant to reduce staffing to 20 hours per day. The goal is to reduce staffing even further in the near future.</p>

## Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Sewer Operating	\$558,393	\$432,158	\$432,158
Wastewater Treatment	\$4,408,255	\$5,150,291	\$5,014,791
Wastewater Transfers	\$4,806,055	\$3,030,000	\$3,168,000
Sewer Collection	\$394,673	\$520,000	\$520,000
Sump Pump	\$162,626	\$168,139	\$168,139
Wastewater	\$364,306	\$347,183	\$347,183
Total	\$10,694,308	\$9,647,771	\$9,512,271

## Wastewater Treatment

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 1,258,197	\$ 1,257,672	\$ 1,265,662	\$ 1,300,475
Benefits	439,700	464,562	473,492	496,282
Other Services	1,045,678	849,815	849,815	960,815
Repairs and Maintenance	978,290	1,096,500	1,096,500	1,096,500
Rentals	4,108	70,000	70,000	70,000
Insurance	55,335	50,200	50,200	50,200
Communications	9,350	8,000	8,000	8,000
Advertising and Printing	1,654	3,750	3,750	3,750
Travel & Education	13,252	14,100	14,100	14,100
Energy	1,062,740	945,568	919,847	945,568
General Supplies	55,723	71,200	71,200	71,200
Major Supplies	534,180	487,500	487,500	487,500
Miscellaneous	17,195	16,704	16,704	17,350
Capital Outlay	3,993,477	1,282,200	1,282,200	1,884,700
Debt Service	260,800	-	-	-
Transfers	4,806,055	3,030,000	3,030,000	3,168,000
<b>TOTAL</b>	\$ 14,535,734	\$ 9,647,771	\$ 9,638,970	\$ 10,574,440
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	20	20	20	20
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
<b>TOTAL</b>	20	20	20	20

Description of Service Provided	Current or Emerging Issues
<p>The Southeast Cass Sewer District provides wastewater collection and treatment services to rural Southeast Cass developments as well as numerous small communities such as Frontier, Prairie Rose, Briarwood and North River.</p> <p>Pursuant to the sewer agreements, operation, maintenance and monitoring of the SE Cass infrastructure is provided by the City of Fargo. The SE Cass collection system consists of six lift stations and over 55 grinder pumps.</p> <p>SE Cass residents are charged the prevailing rate that City of Fargo residents pay for sewer services as well as a surcharge to provide budgetary resources for their share of maintenance costs provided by the City.</p>	<p>The number of lift stations, grinder pumps, and service connections has decreased since the project was installed, due to flood protection buyouts as well as land annexed by the City of Fargo, resulting in infrastructure being converted to municipal standards.</p>

## Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Units Served	395	375	370

## Southeast Cass Sewer

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-
Other Services	-	300	300	-
Repairs and Maintenance	8,818	1,500	1,500	1,500
Rentals	-	-	-	-
Insurance	-	-	-	-
Communications	-	-	-	-
Advertising and Printing	-	-	-	-
Travel & Education	-	-	-	-
Energy	28,462	12,863	12,863	12,863
General Supplies	17,035	21,337	21,337	21,337
Major Supplies	-	-	-	-
Miscellaneous	-	13,000	13,000	13,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
<b>TOTAL</b>	\$ 54,315	\$ 49,000	\$ 49,000	\$ 48,700



Description of Service Provided	Current or Emerging Issues
<p>The Storm Sewer Utility collects, routes and discharges precipitation back into the river throughout the City. To achieve this, a complex series of conveyances including natural features, legal drains, inlets, underground pipes, lift stations and retention ponds are used.</p> <p>The major services delivered include:</p> <ul style="list-style-type: none"> <li>• Site plan reviews</li> <li>• Pre and post construction determinations &amp; verifications of building elevations</li> <li>• Issuance of Elevation Certificates</li> <li>• Establishment of required minimum build elevations for developers</li> <li>• Oversee status of map changes through Flood Insurance Studies and Letters of Map Revisions &amp; Amendments</li> <li>• Regulate and enforce restrictions on use of floodway and river setback ordinance</li> <li>• Review plans for non-structural development in the floodplain and issue Development Permits for construction activities in the floodplain and river set-back areas.</li> <li>• Respond to citizen complaints regarding use of floodway, development of floodplain and/or disturbance within the river setbacks.</li> <li>• Administer the Community Rating System (CRS) program by documenting actions being done to manage floodplain, developing new ways to educate public, and new ways to pro-actively manage the floodplain. The City receives a discount for its citizens required to carry flood insurance by participating in this program. The responsibility for this program is a function of floodplain management.</li> <li>• Develop concepts for long term handling of storm water in areas of growth.</li> <li>• Size trunk line infrastructure appropriately to handle future contributing drainage areas.</li> <li>• Determine future locations where lift stations will be necessary.</li> <li>• Keep record of existing lift stations and the equipment, design capacities and operational features that are unique to each station. (Storm Sewer Lift Station Operations and Maintenance Manual)</li> <li>• Develop concepts to relieve stress from existing, aging drain systems that are at or approaching</li> </ul>	<ul style="list-style-type: none"> <li>• The site plan submittals are at a very high level and are requiring significant staff time to review.</li> <li>• The current flood proofing construction policy requires any residential structure within the 41' inundation area to be constructed with a flood proof basement. This requires more staff time to establish minimum build elevations, survey time to set those elevations, collect post elevations and issue Elevation Certificates.</li> <li>• This January 2015, the City adopted the Flood Insurance Study created by FEMA. This is requiring additional staff time to answer many questions from our residents.</li> <li>• New Letter of Map Changes are at all-time high levels with the new residential developments being constructed and after the adoption of the new 1% annual chance floodplain.</li> <li>• Once the policy renewals on year two start occurring there could be a resurgence in call volume. Grandfathering, built in compliance and non- flood proofed EC requests/questions.</li> <li>• The expansion of the floodplain results in an increase of development permits to be issued for activities in the floodplain as well as addressing any disturbances within the setback areas.</li> <li>• In 2015, we had a scheduled CRS audit. At this audit We provided documentation to maintain our Class 7 rating. The goal of the audit is to gain more points to get closer to a Class 6 rating and also determine areas where additional points could be gained to try and achieve the Class 6 rating. Still no word on the outcome of this audit as of June, 2016</li> <li>• Due to the rapid growth south of current edges of the City we are currently in the final process of completing a master planning study for future storm trunk lines, storm sewer lift stations and flood protection options. This master planning will be very beneficial in the future planning of new developments in the southwest quadrant of the City.</li> <li>• With the recent new development, we have constructed and are in the process of constructing additional lift stations to handle the new infrastructure within these new additions. The additional lift stations will require additional work for scheduled maintenance and up keep, while there is an increasing need for repairs/replacement to existing lift stations that are reaching the end of their useful life.</li> </ul>

<p>capacity on a regular basis with current development.</p> <ul style="list-style-type: none"> <li>• Provide for scheduled maintenance and upkeep of lift stations.</li> <li>• Review and track private connections to the storm sewer system.</li> <li>• Maintain Storm Sewer Design Manual and Standards.</li> <li>• Address ongoing concerns of the public related to individual local drainage systems and how they function.</li> <li>• Creating projects for maintenance to City's storm sewer system.</li> <li>• Manage a list of properties affected by flooding. List information on elevation and river gage levels that affect the homes.</li> <li>• Proactively seek to increase the level of protection and affected residents through the Flood Protection and Incentive Program (FPIP) in areas that are not identified as areas of need for projects under the City-wide comprehensive plan. City provides a cost share for properties increasing their level of protection through elevation of rear yards or floodwalls.</li> <li>• Identify areas of greatest risk and work to develop concepts and ultimately construction projects to reduce and/or eliminate risks associated with riverine flooding or flooding from intense storms. This typically requires the City to leverage partnerships with FEMA, USACE, NDSWC, SE Cass WRD, Cass County and other agencies.</li> <li>• Administer and update City of Fargo Storm Water Pollution Prevention Program addressing six minimum control measures mandated by NDDOH and Federal EPA under our MS4 permit with the State.</li> </ul>	<ul style="list-style-type: none"> <li>• Current rate structure of the Storm Sewer Utility is out of date and needs updating. Funds generated from the current rate are insufficient for being able to complete required maintenance to the storm sewer system.</li> <li>• With the success of the voluntary buyout program this list is every changing. This list will continue to be updated as needed so that the City's emergency efforts during a possible flood fight are readily available.</li> <li>• The implementation of the City-wide comprehensive plan is continuing. This year we have numerous projects under construction as well as continuing to design numerous projects with a goal of completing enough projects to start some property removals from the Special Flood Hazard Area by 2018.</li> <li>• Future considerations with the implementation of the flood protection measures will be the long term annual inspections and operations and maintenance of the levees. Both items will require additional staff time and cost.</li> <li>• A new MS4 permit became effective 4-1-16 through 3-31-2021. Staff is in the process of implementing and updating any new requirements. Many familiar topics remained in this permit and more specific (targeted) control and reporting parameters comprise the bulk of changes. The EPA is requiring states to move toward a digital DMR (annual report) and our revised report format will facilitate a smooth transition to a digital format.</li> </ul>
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### Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Construction Stormwater Violations	496	425	425
Setback/Floodplain Violations	3	5	5
Stormwater Permits Issued	496	555	666
Floodplain Development Permits	23	25	27
Resident Calls (Drainage, Floodplain, Flood Insurance, etc.)	648	774	700
Building Elevation Requests & Issuance of Elevation Certificates	252	300	350
Number of Lift Stations	75	75	76

## Storm Sewer

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 402,671	\$ 427,880	\$ 408,508	\$ 422,081
Benefits	94,533	102,806	100,635	99,982
Other Services	66,975	118,722	118,722	133,722
Repairs and Maintenance	47,768	62,500	62,500	62,500
Rentals	-	-	-	-
Insurance	18,882	12,890	12,890	12,890
Communications	3,093	3,250	3,250	3,250
Advertising and Printing	1,049	3,400	3,400	3,400
Travel & Education	3,912	15,525	15,525	15,825
Energy	136,722	152,752	150,979	152,752
General Supplies	5,121	6,600	6,600	6,400
Major Supplies	-	-	-	-
Miscellaneous	4,742	5,220	5,220	5,548
Capital Outlay	4,135,428	78,455	228,455	235,655
Debt Service	126,785	-	-	-
Transfers	757,700	521,000	521,000	531,000
<b>TOTAL</b>	\$ 5,805,381	\$ 1,511,000	\$ 1,637,684	\$ 1,685,005
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	5	5	5	5
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
<b>TOTAL</b>	5	5	5	5

Description of Service Provided	Current or Emerging Issues
<p>The City of Fargo Vector Control program focuses on the widespread prevention of mosquitoes. Through aggressive adulticide management along with the use of both truck and aerial ULV applications the Vector Control program has been successful in providing the residents of Fargo relief from the pesky bite of our northern mosquito.</p> <p>Integrated mosquito management methods employed by the city's Vector Control program have been specifically tailored to safely counteract each stage of the mosquito life cycle. Larval control through water management and source reduction is a prudent pest management alternative as is the use of the environmentally friendly EPA-registered larvicides.</p> <p>Without the Vector Control program within the City of Fargo we would see:</p> <ul style="list-style-type: none"> <li>• Parents having to console their child as they attempt to fall asleep with 30 fresh mosquito bites from playing in the backyard for 15 minutes earlier in the evening.</li> <li>• Residents having to stay indoors on glorious, warm, balmy evenings; constantly lathering up with sticky repellents; or wearing long-sleeves and long pants during hot weather.</li> </ul>	<ul style="list-style-type: none"> <li>• Through the expansion of neighborhood developments along with the growth of the city's extraterritorial limits the Vector Control program will need increase efforts on standing water pretreatments.</li> <li>• The infectious West Nile Virus is a growing concern as nationwide human infections are on the rise.</li> <li>• With more conscious mosquito efforts taking place by other communities, resources needed for aerial applications have become more difficult to schedule on a moment's notice.</li> <li>• The Zika Virus is a growing concern as nationwide human infections are on the rise in the southern portion of the United States.</li> </ul>

## Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Application of Pesticide Cost	\$114,045	\$110,311	\$95,211
Total Vector Control Expenditures	\$235,988	\$245,691	\$293,321
ULV Truck Cost Per Application	\$3,000	\$3,000	\$3,000
ULV Aerial Cost Per Application	\$49,200	\$50,197	\$51,325
ULV Truck Applications Per Year	8	8	8
ULV Aerial Applications Per Year	3	4	4

## Vector Control

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-
Other Services	212,531	450,378	450,378	458,878
Repairs and Maintenance	674	6,200	6,200	6,200
Rentals	-	-	-	-
Insurance	2,498	3,020	3,020	3,020
Communications	-	-	-	-
Advertising and Printing	-	2,536	2,536	2,536
Travel & Education	-	-	-	-
Energy	-	7,716	-	7,716
General Supplies	171	6,000	6,000	6,000
Major Supplies	114,045	65,000	65,000	65,000
Miscellaneous	49	150	150	150
Capital Outlay	5,309	-	-	-
Debt Service	-	-	-	-
Transfers	204,000	207,000	207,000	207,000
<b>TOTAL</b>	\$ 539,277	\$ 748,000	\$ 740,284	\$ 756,500

Description of Service Provided	Current or Emerging Issues
<p>The Street Lighting Utility Department was created in 2010 by resolution of the City Commission.</p> <p>The Street Lighting Department includes two Street Lighting Maintenance Electricians. The Department is jointly operated and managed as part of the City's Engineering Department. The Street Lighting Department is responsible for the following activities:</p> <ul style="list-style-type: none"> <li>• Operation and maintenance of the City's street lighting system</li> <li>• Scheduling and coordinating repairs utilizing contractors</li> <li>• Meeting with suppliers on the latest trends in street lighting</li> <li>• 2 full time staff, both located at Public Safety Building</li> <li>• Maintain approximately 9,000 City owned street lights</li> <li>• Coordinate, along with Xcel Energy and Cass County Electric Cooperative, the maintenance of over 1,600 utility company owned street lights</li> <li>• Maintain over 425 street light feed points</li> <li>• Maintain over 400 miles of underground wire</li> </ul>	<ul style="list-style-type: none"> <li>• Construction inflation costs continue to escalate in this economic climate in ND where work is plenty and contractors scarce.</li> <li>• As the City continues to grow, there will be a need in the future for a new FTE for another Maintenance Electrician to assist with maintaining the Citywide system.</li> <li>• LED technology continues to be the new street light fixture of choice as we continue to design and construct new roadways in town.</li> </ul>

## Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Salaries	\$130,384	\$135,000	\$130,000
Street Light Maintenance	\$141,823	\$182,000	\$182,000
Electricity	\$1,092,783	\$1,155,000	\$1,200,000

## Street Lighting

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 141,423	\$ 147,570	\$ 148,952	\$ 151,780
Benefits	40,425	41,913	42,171	40,208
Other Services	6,859	18,922	18,922	35,922
Repairs and Maintenance	141,823	182,000	182,000	182,000
Rentals	-	-	-	-
Insurance	7,226	6,085	6,085	6,085
Communications	1,643	1,200	1,200	2,000
Advertising and Printing	3	50	50	50
Travel & Education	173	2,525	2,525	2,525
Energy	1,098,666	1,165,571	1,159,497	1,210,571
General Supplies	137,817	65,364	65,364	73,064
Major Supplies	-	-	-	-
Miscellaneous	19,285	800	800	800
Capital Outlay	1,420,132	-	-	-
Debt Service	-	-	-	-
Transfers	252,000	257,000	257,000	257,000
<b>TOTAL</b>	\$ 3,267,475	\$ 1,889,000	\$ 1,884,566	\$ 1,962,005
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	2	2	2	2
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
<b>TOTAL</b>	2	2	2	2

Description of Service Provided	Current or Emerging Issues
<p>The Division of Solid Waste is responsible for managing and directing all aspects of waste collection, disposal, and materials recycling which occurs in the City of Fargo (public and private).</p> <p>Specifically, the Division provides solid waste services in the following areas:</p> <ul style="list-style-type: none"> <li>• Administration</li> <li>• Residential Collection</li> <li>• Commercial Collection</li> <li>• Roll-off Collection</li> <li>• Municipal Solid Waste (MSW) Landfill- to include Renewable Energies</li> <li>• Recycling</li> <li>• Household Hazardous Waste</li> </ul>	<ul style="list-style-type: none"> <li>• Facility plan development-A review of all current Solid Waste operations and a thorough evaluation of options available to the City to address both short and long-term disposal needs.</li> <li>• Reclamation and reuse of the former landfill - located on 150-acres directly east of the current landfill} utilized from 1950-1980. Reclamation would involve removal of the existing waste and placement in a newly constructed cell at the site. The intent would be for additional future landfill capacity and elimination of potential environmental liability due to off-site migration of contaminants.</li> <li>• Renewable Energy Expansion- Expand the landfill gas collection system in filled areas of the current landfill. Complete Phase I of project which is converting the landfill gas to natural gas quality which will require less maintenance on the LFG electric generator. Begin Phase II which will include utilizing the converted gas as a fuel source for the Solid Waste fleet. In addition, continue to explore other renewable energy markets for the sale of captured and converted landfill gas.</li> </ul>

#### Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Residential Accounts	24,054	24,857	25,660
Commercial Accounts	966	1,004	1,042
Roll Off Activity (Pulls)	3,677	3,700	3,800
Landfill Tonnage	212,695	227,667	234,497
Facility Plan Development	75% Complete	100% Complete	-
Old Landfill Reclamation	5% Complete	15% Complete	20% Complete
Renewable Energy Expansion	5% Complete	20% Complete	50% Complete



## Solid Waste

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 2,836,838	\$ 2,905,956	\$ 2,926,296	\$ 3,021,327
Benefits	1,021,083	1,010,151	1,018,637	1,109,838
Other Services	1,267,381	930,083	930,083	1,142,888
Repairs and Maintenance	810,225	626,400	626,400	638,025
Rentals	21,121	1,003,308	1,003,308	1,214,108
Insurance	106,447	94,020	94,020	94,020
Communications	10,640	11,270	11,270	11,270
Advertising and Printing	11,841	19,450	19,450	19,450
Travel & Education	9,378	37,770	37,770	37,770
Energy	726,299	924,660	446,529	924,660
General Supplies	683,014	539,600	539,600	539,600
Major Supplies	-	-	-	-
Miscellaneous	744,004	41,482	41,482	44,119
Capital Outlay	2,110,489	2,794,500	3,564,500	4,491,000
Debt Service	281,505	927,350	927,350	902,350
Transfers	2,611,283	2,290,000	2,290,000	2,300,000
<b>TOTAL</b>	\$ 13,251,548	\$ 14,156,000	\$ 14,476,695	\$ 16,490,425
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	50	50	50	50
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
<b>TOTAL</b>	50	50	50	50

Description of Service Provided	Current or Emerging Issues
<p>The Forestry Division works aggressively to promote and maintain a safe, healthy, and continuously progressive urban forest for the benefit of all residents.</p> <ul style="list-style-type: none"> <li>• Street tree pruning and maintenance</li> <li>• Insect and disease management</li> <li>• Planting: in-house and contracted</li> <li>• Residential Planting Assistance Program</li> <li>• Removals and diversification</li> <li>• Public education, workshops, &amp; presentations</li> <li>• Volunteer coordination for forestry projects</li> <li>• Annual risk assessment</li> <li>• Respond to residential tree health requests</li> <li>• Planting beds and small tree maintenance</li> <li>• Residential Brush Chipping Program</li> <li>• Annual Arbor Day celebration</li> </ul>	<ul style="list-style-type: none"> <li>• Preparation efforts for the arrival of Emerald Ash Borer continues. This includes aggressive diversification, in-fill of vacant street tree locations, contractor agreements, public education opportunities, and partnerships with the ND Dept. of Agriculture and the ND Forest Service. Currently there are 15,809 ash street trees that make up 28.6% of the entire population.</li> <li>• In 2015, Dutch Elm Disease caused the removal nearly 400 elm trees. It is anticipated that 2016 will be approximately the same.</li> <li>• Land Development Code requires that street trees be planted. Enforcement efforts are on-going in new residential areas.</li> <li>• Median and enhanced landscaping requests are becoming increasingly common from developers and planning. Additional funds for either in-house or contracted staff will be necessary to keep up with required maintenance of these areas. Examples include 45th St S, 52nd Ave S, South University Dr., and Veterans Boulevard.</li> <li>• A 50 cent increase in rates is recommended to offset Solid Waste Fund subsidy.</li> </ul>

## Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Trees Pruned	7,575	8,500	9,000
Trees Planted	2,254	2,400	2,600
Trees Removed	1,037	1,100	1,200
Service Volunteers	400	450	475

## Forestry

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 764,834	\$ 805,294	\$ 812,217	\$ 844,061
Benefits	244,824	255,489	253,636	271,826
Other Services	395,426	414,501	414,501	438,872
Repairs and Maintenance	44,385	45,000	45,000	45,000
Rentals	1,500	4,000	4,000	16,500
Insurance	12,116	11,940	11,940	11,940
Communications	1,759	2,500	2,500	2,500
Advertising and Printing	645	650	650	650
Travel & Education	15,515	18,450	18,450	20,650
Energy	30,900	62,276	27,444	63,276
General Supplies	53,050	53,800	53,800	57,200
Major Supplies	-	-	-	-
Miscellaneous	5,906	9,100	9,100	8,852
Capital Outlay	119,819	203,000	295,945	170,000
Debt Service	-	-	-	-
Transfers	90,000	92,000	92,000	100,000
<b>TOTAL</b>	\$ 1,780,679	\$ 1,978,000	\$ 2,041,183	\$ 2,051,327
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	11	11	11	11
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
<b>TOTAL</b>	11	11	11	11

Description of Service Provided	Current or Emerging Issues
<p>The Municipal Airport Authority is a five-member board that was established to oversee airport activities and implementation of the airport master plan, and has since invested time and money into improvements to provide a safe and efficient airport.</p> <p>The Municipal Airport Authority normally meets the 2nd and 4th Tuesday of each month in the boardroom at the terminal building.</p> <p>Fargo's Hector International Airport provides the following services:</p> <ul style="list-style-type: none"> <li>• Commercial air service to 11 markets, corporate, general and military aviation</li> <li>• 24/7 FAA Air Traffic Control Tower; US Customs &amp; Border Protection clearance; Foreign Trade Zone #267</li> <li>• Fixed Base Operator Services for charter, aircraft fuel and maintenance</li> <li>• Long term auto parking and car rental services</li> </ul>	<ul style="list-style-type: none"> <li>• There are ongoing issues regarding the timely availability of Federal funding via the Airport Improvement Program. These funds are used to pay for eligible airport improvement projects.</li> <li>• Mergers in the airline industry have resulted in fewer airline options to provide service.</li> <li>• The industry is experiencing a pilot shortage that will have a significant impact on service to small communities unless the federal government reverses recent changes to pilot qualification requirements.</li> <li>• There is a need to increase State funding for North Dakota airports during the next biennium. Progress was made during the last session.</li> <li>• The Airport Authority is in the process of updating the Airport Master Plan and Airport Layout Plan.</li> </ul>

## Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Enplaned Passengers	429,251	415,000	420,000
Aircraft operations	74,654	75,000	75,500

## Fargo Airport Authority

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 1,596,927	\$ 1,724,841	\$ 1,716,609	\$ 1,781,110
Benefits	456,737	553,903	545,713	607,327
Other Services	1,225,366	2,116,000	2,116,000	4,000,600
Repairs and Maintenance	328,595	451,000	451,000	447,000
Rentals	829	1,000	1,000	1,000
Insurance	76,460	105,300	105,300	95,300
Communications	1,295	4,700	4,700	4,700
Advertising and Printing	265,364	249,100	249,100	249,150
Travel & Education	54,834	72,700	72,700	76,200
Energy	464,894	595,150	595,150	585,150
General Supplies	194,620	230,900	230,900	231,000
Major Supplies	-	-	-	-
Miscellaneous	19,074	32,000	32,000	32,000
Capital Outlay	3,506,959	399,000	399,000	759,000
Debt Service	223,354	95,000	95,000	100,000
Transfers	7,340,740	13,205,000	13,205,000	9,641,455
<b>TOTAL</b>	\$ 15,756,048	\$ 19,835,594	\$ 19,819,172	\$ 18,610,992
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	26	27	27	27
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
<b>TOTAL</b>	26	27	27	27

Description of Service Provided	Current or Emerging Issues
<p>The FARGODOME is a City-owned 19,000 seat indoor entertainment arena. The venue is governed by the seven member Fargo Dome Authority (FDA) who are appointed by the Fargo City Commission from nominations from the City of Fargo (2), NDSU (2), the Fargo Park Board (1), the Fargo School Board (1), and the Cass County Commission (1). The FDA contracts with Spectra by Comcast Spectacor to manage FARGODOME Food &amp; Beverage and provide consulting services. Other than Spectra's onsite Director of Food &amp; Beverage, FARGODOME full-time and part-time staff are employees of the City of Fargo.</p> <p>The FARGODOME is a multi-purpose facility. Events generally fall into one of the following categories:</p> <ul style="list-style-type: none"> <li>• Concerts</li> <li>• NDSU Football</li> <li>• Family Shows</li> <li>• Theatre Shows</li> <li>• Trade Shows</li> <li>• Festivals</li> <li>• Amateur Sports</li> <li>• Convention/Miscellaneous</li> <li>• Professional Sports</li> <li>• Motorsports</li> <li>• Meeting Rooms</li> </ul>	<ul style="list-style-type: none"> <li>• Management and the FDA strive to keep the FARGODOME efficient, modern and relevant through annual capital upgrades funded by the FARGODOME's escrow account.</li> <li>• Throughout its 20+ year history, the FARGODOME facility, our staff, and the community have developed a strong reputation within the concert industry. Promoters know that the building will accommodate their exact specifications, staff will be attentive to their show and patron needs, and the region will purchase tickets. That said, entertainment venues are at the mercy of the often cyclical concert touring business: which artists are touring, what genres are being represented, how does the geographical routing line-up, etc.</li> <li>• The FARGODOME maintains a solid line-up of recurring events, including primary tenant national champion NDSU football, trade shows, our Gate City Bank Broadway series, Happy Harry's Ribfest, motorsports, and amateur sporting events.</li> <li>• Since we rely on 400+ part-time employees, we are challenged to attract and retain part-time staff in Fargo's low unemployment environment.</li> </ul>

## Operational Measures

Description	2015 Actual	2016 Expected	2017 Projected
Net Operating Income*	\$818,127	\$1,058,069	\$529,746
Event Attendance	565,914	538,843	504,200
Event Days	107	91	93
Gross Ticket Revenues	\$6,262,609	\$10,867,570	\$6,028,988
Gross Concessions Rev	\$2,032,599	\$2,923,374	\$1,859,686

\* Restated for 2017 change in financial statement position

## FARGODOME

Expenditures	2015 Actual	2016 Approved Budget	2016 Revised Budget	2017 Approved Budget
Salaries	\$ 2,631,502	\$ 2,544,191	\$ 2,544,191	\$ 2,045,474
Benefits	-	-	-	-
Other Services	107,687	209,071	209,071	302,798
Repairs and Maintenance	242,970	4,500	4,500	265,725
Rentals	13,318	-	-	8,300
Insurance	231,930	238,000	238,000	244,400
Communications	-	34,500	34,500	35,000
Advertising and Printing	-	270,718	270,718	37,500
Travel & Education	30,619	41,535	41,535	48,500
Energy	743,168	-	-	724,672
General Supplies	137,025	19,500	19,500	108,000
Major Supplies	-	-	-	-
Miscellaneous	1,053,802	2,286,006	2,286,006	55,736
Capital Outlay	2,384,564	878,632	878,632	990,000
Debt Service	104,792	1,208,368	1,208,368	1,458,368
Transfers	3,365,430	2,137,000	2,137,000	2,137,000
<b>TOTAL</b>	\$ 11,046,807	\$ 9,872,021	\$ 9,872,021	\$ 8,461,473
Authorized Positions	2015 Actual	2016 Approved	2016 Revised	2017 Approved
Full Time Employees	20	20	20	20
Part Time Benefited	-	1	1	1
Contracted Employees	-	-	-	-
<b>TOTAL</b>	20	21	21	21

## FARGODOME

### 2017 CAPITAL BUDGET

Description	Project #	Amount
Capital Lease Payment #5 on Turf and Parking Projects	FD1700	\$ 1,208,368
2016 Video Technology Upgrade Debt Payment	FD1712	250,000
Parking Lot/Misc. Concrete Repair	FD1701	15,000
Handicap Access Corners	FD1702	100,000
Remodeling of Suites	FD1703	270,000
Chiller Overhaul/Eddy Current Testing	FD1704	35,000
Computer Switches for Sound System and Ticket Office	FD1705	35,000
Bulding Pickup/Outdoor Vehicle	FD1706	20,000
Custodial Equipment	FD1707	20,000
Equipment - Food Service	FD1708	25,000
Walk Through Metal Detectors	FD1709	175,000
Spotlights	FD1710	60,000
F&B Point of Sale System Platform Upgrade	FD1711	200,000
Unallocated Capital		35,000
		\$ 2,448,368



## FARGODOME

### 2017 APPROVED BUDGET

Operating Revenues	\$	<b>4,363,771</b>
<hr/>		
Operating Expenditures		
Labor		2,045,474
Operations		1,126,397
Management Fee		151,178
General and Administrative		497,320
Miscellaneous		13,656
Total Expenditures		<b>3,834,025</b>
<hr/>		
<b>Net Income</b>	<b>\$</b>	<b>529,746</b>

Fund Description	Fiscal Trends and Comments																																				
<p>A defined benefit pension option is offered to all full-time employees of the City.</p> <p>Currently, the City administers two plans and has employee membership in two other plans that are maintained by other agencies.</p> <p>The pension plans includes:</p> <p>City Employee Police North Dakota Public Employee Retirement System Fire Relief Association</p> <p>The Board of City Commissioners have administrative control over the City Employee and Police pension systems, while the Fire Relief and the NDPERS is maintained by other governmental bodies.</p> <p>City-administered plans are managed by elected Pension Board members who are City employees. Discretion includes asset management and investment policy recommendations. Accounting and financial reporting is handled by the City Finance and Human Resource staff.</p> <p>In addition to defined benefit pension plans, voluntary employee elective contributions can be made to Section 457 deferred compensation plans. These plans allow employees to save for retirement on a pre-tax basis. Approximately 44% of eligible employees participate in Section 457 plans.</p> <p><u>Active Members:</u></p> <table> <tr> <td>City Employee</td><td>139</td></tr> <tr> <td>Police</td><td>174</td></tr> <tr> <td>Fire Relief Assn.</td><td>119</td></tr> <tr> <td>NDPERS</td><td>536</td></tr> </table> <p><u>Retirees and beneficiaries:</u></p> <table> <tr> <td>City Employee</td><td>215</td></tr> <tr> <td>Police</td><td>111</td></tr> <tr> <td>Fire Relief Assn.</td><td>93</td></tr> </table> <p><u>Market Value of Investments held for Pension Benefits:</u></p> <table> <tr> <td>City Employee</td><td>\$39,690,569</td></tr> <tr> <td>Police</td><td>\$47,428,490</td></tr> <tr> <td>Fire Relief Assn.</td><td>\$25,009,344</td></tr> </table> <p><u>Net Pension Liability:</u></p> <table> <tr> <td>City Employee</td><td>\$16,405,656</td></tr> <tr> <td>Police</td><td>\$21,540,601</td></tr> <tr> <td>Fire Relief Assn.</td><td>\$18,037,143</td></tr> <tr> <td>NDPERS</td><td>\$17,759,740</td></tr> </table>	City Employee	139	Police	174	Fire Relief Assn.	119	NDPERS	536	City Employee	215	Police	111	Fire Relief Assn.	93	City Employee	\$39,690,569	Police	\$47,428,490	Fire Relief Assn.	\$25,009,344	City Employee	\$16,405,656	Police	\$21,540,601	Fire Relief Assn.	\$18,037,143	NDPERS	\$17,759,740	<ul style="list-style-type: none"> <li>A defined benefit pension funding policy was adopted in 2012 that increased employee and employer contributions to sustainable levels with the goal of fully funding the actuarial determined contribution (ADC) by FY 2018.</li> <li>Investment returns for 2015 and 2016 are lagging our actuarial investment goal of 7.25%. In 2015 the return goal was reduced from 7.5% to 7.25% consistent with prudent actuarial principles prescribed by GASB.</li> <li>Funding levels are stabilized as a result of an improved funding policy adopted in 2012.</li> <li>The City Employee and Police Pension plans are pursuing the goal of fully funding the actuarially determined contribution (ADC).</li> <li>A multi-year amortization period is in place with the goal of achieving a 100% funded status with current contribution levels for City sponsored plans.</li> <li>Governmental Accounting Standards Board Statements No. 67 and 68 were implemented in 2015. This will increase the financial transparency for pension fund assets and liabilities.</li> <li>The funded status of each plan as of as of the most recent actuarial study is: <table> <tr> <td>City Employee</td><td>70.8%</td></tr> <tr> <td>Police</td><td>68.8%</td></tr> <tr> <td>Fire Relief Assn.</td><td>58.1%</td></tr> <tr> <td>NDPERS</td><td>68.6%</td></tr> </table> </li> <li>A legislative bill has been drafted by NDPERS to raise plan contribution rates by 1% in 2018 as part of a long term stabilization plan.</li> </ul>	City Employee	70.8%	Police	68.8%	Fire Relief Assn.	58.1%	NDPERS	68.6%
City Employee	139																																				
Police	174																																				
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**CITY OF FARGO, NORTH DAKOTA**  
**PENSION TRUST FUNDS REVENUE ANALYSIS 2016 VS 2017**

<b>Plans Administered</b>	<b>2016 Approved Budget</b>	<b>2017 Approved Budget</b>
<b>City Employees Pension: (Closed Membership)</b>		
Investment Income	\$ 3,150,000	\$ 3,045,000
City - Employer Normal Contribution	617,000	584,000
Park - Employer Normal Contribution	96,000	98,000
City Supplemental ADC Contribution	1,042,000	1,153,000
Park Supplemental ADC Contribution	71,000	71,000
City Employee Contribution	456,000	495,000
Park Employee Contribution	96,000	98,000
<b>Total City Employee Pension</b>	<b>5,528,000</b>	<b>5,544,000</b>
<b>Police Pension: (Open Membership)</b>		
Investment Income	3,750,000	3,550,000
Employer Normal Contribution	1,651,000	1,675,000
Employer Supplemental ADC Contribution	874,000	1,234,000
Employee Contribution	1,180,000	1,177,000
<b>Total Police Pension</b>	<b>7,455,000</b>	<b>7,636,000</b>
<b>Total City Administrated Plans</b>	<b>\$ 12,983,000</b>	<b>\$ 13,180,000</b>

**CITY OF FARGO, NORTH DAKOTA**  
**PENSION TRUST FUNDS EXPENDITURE ANALYSIS 2016 VS 2017**

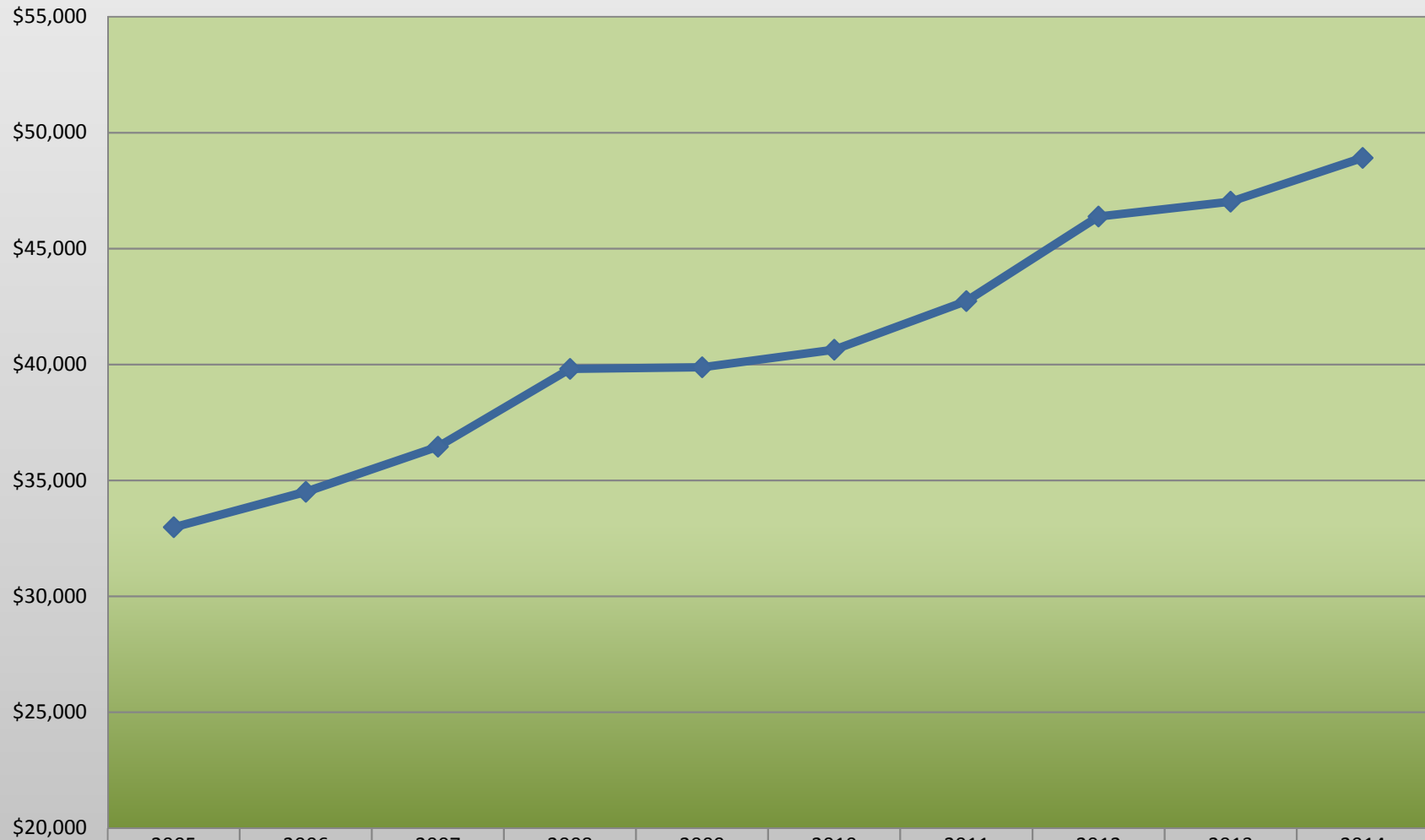
<b>Plans Administered</b>	<b>2016 Approved Budget</b>	<b>2017 Approved Budget</b>
<b>City Employees Pension:</b>		
Plan Administration	\$ 66,000	\$ 62,000
Plan Benefits	2,449,000	2,785,000
<b>Total City Employee Pension</b>	<b>2,515,000</b>	<b>2,847,000</b>
<b>Police Pension:</b>		
Plan Administration	249,000	245,000
Plan Benefits	3,360,000	3,700,000
<b>Total Police Pension</b>	<b>3,609,000</b>	<b>3,945,000</b>
<b>Total Pension Funds</b>	<b>\$ 6,124,000</b>	<b>\$ 6,792,000</b>

Description	Fiscal Trends and Comments
<p>The statistical section of the budget is designed to give budget readers a longer term view of significant financial and economic trends of the City over time. Several long term charts are included for review that helps readers to understand the consistent strength in our economy and the City's financial performance.</p> <p>Fargo has a long standing track record of a consistently growing regional economy with a sound and stable employment base.</p> <p>The growth trend is evident and ongoing with population, income and property values.</p> <p>A more robust statistical section compiled in conformance with GFOA standards of reporting is included in the City's Comprehensive Annual Financial Report (CAFR) that can be accessed on our City web site at <a href="http://www.cityoffargo.com">www.cityoffargo.com</a>. Readers are encouraged to visit this section of the report as a compliment to the statistics compiled in this section of the budget.</p>	<p>The statistical section provides long term trend data for the following items:</p> <ul style="list-style-type: none"> <li>• Population</li> <li>• Per Capita Income</li> <li>• Labor Force</li> <li>• Building Permit Values</li> <li>• Property Value Trends</li> <li>• Major Employers</li> <li>• General Fund Balance Levels</li> <li>• Sales Tax Revenue</li> <li>• State Intergovernmental Revenues</li> </ul>

## City of Fargo - Population

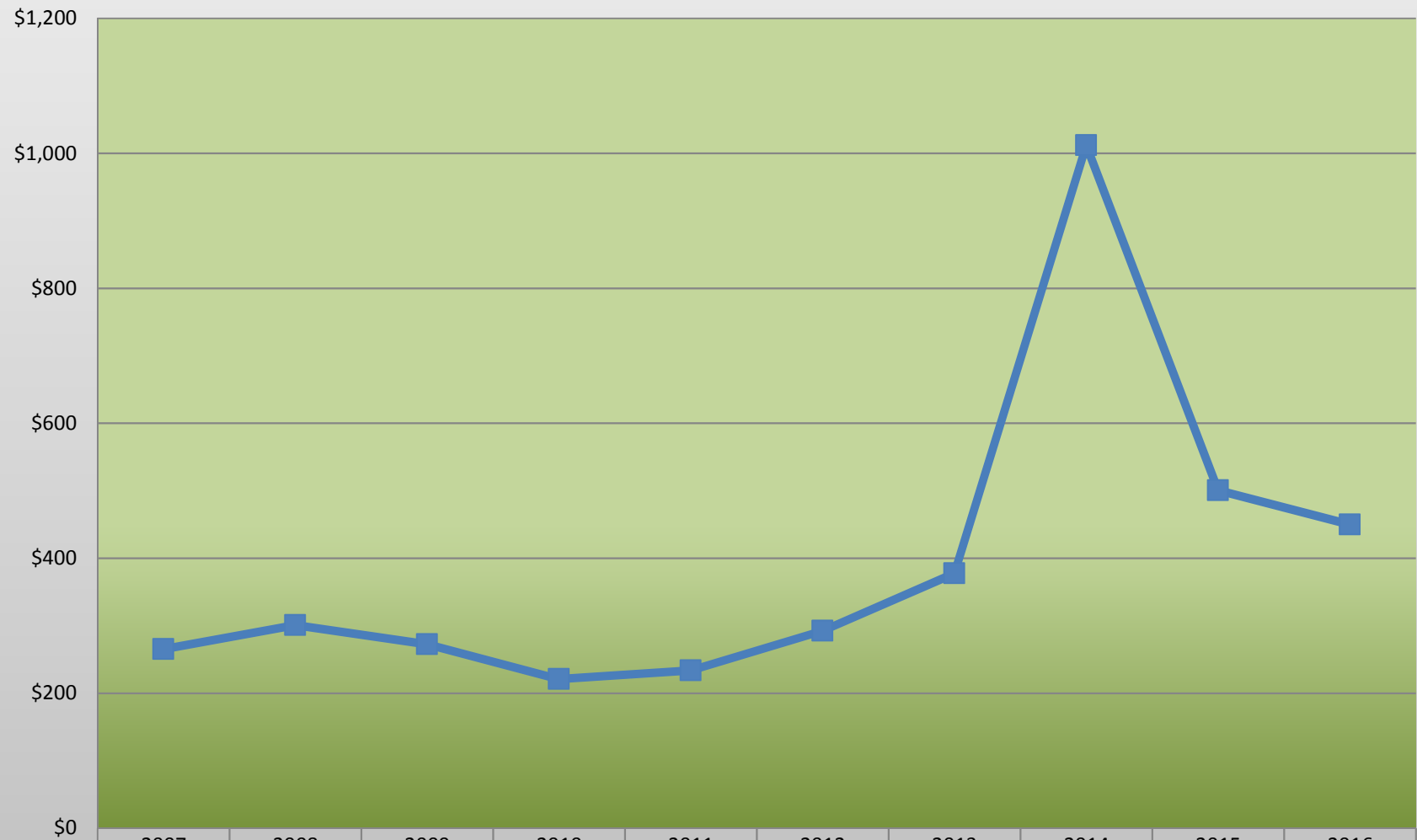


## City of Fargo - Per Capita Personal Income



	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Personal Income	32,981	34,505	36,459	39,812	39,883	40,644	42,740	46,384	47,023	48,914
% Increase	4.9%	4.6%	5.7%	9.2%	0.2%	1.9%	5.2%	8.5%	1.4%	4.0%

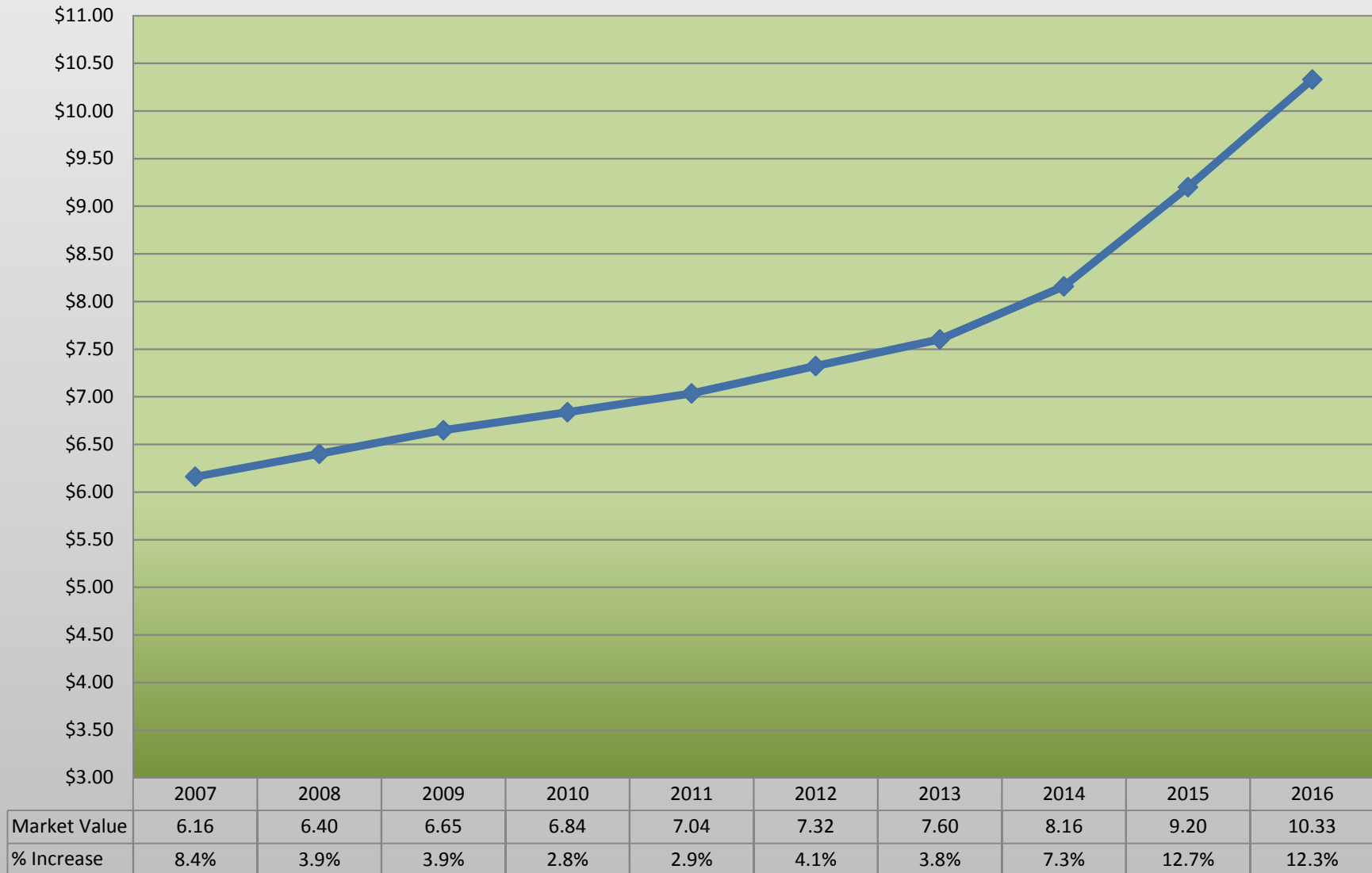
## City of Fargo - Building Permit Value (Millions)



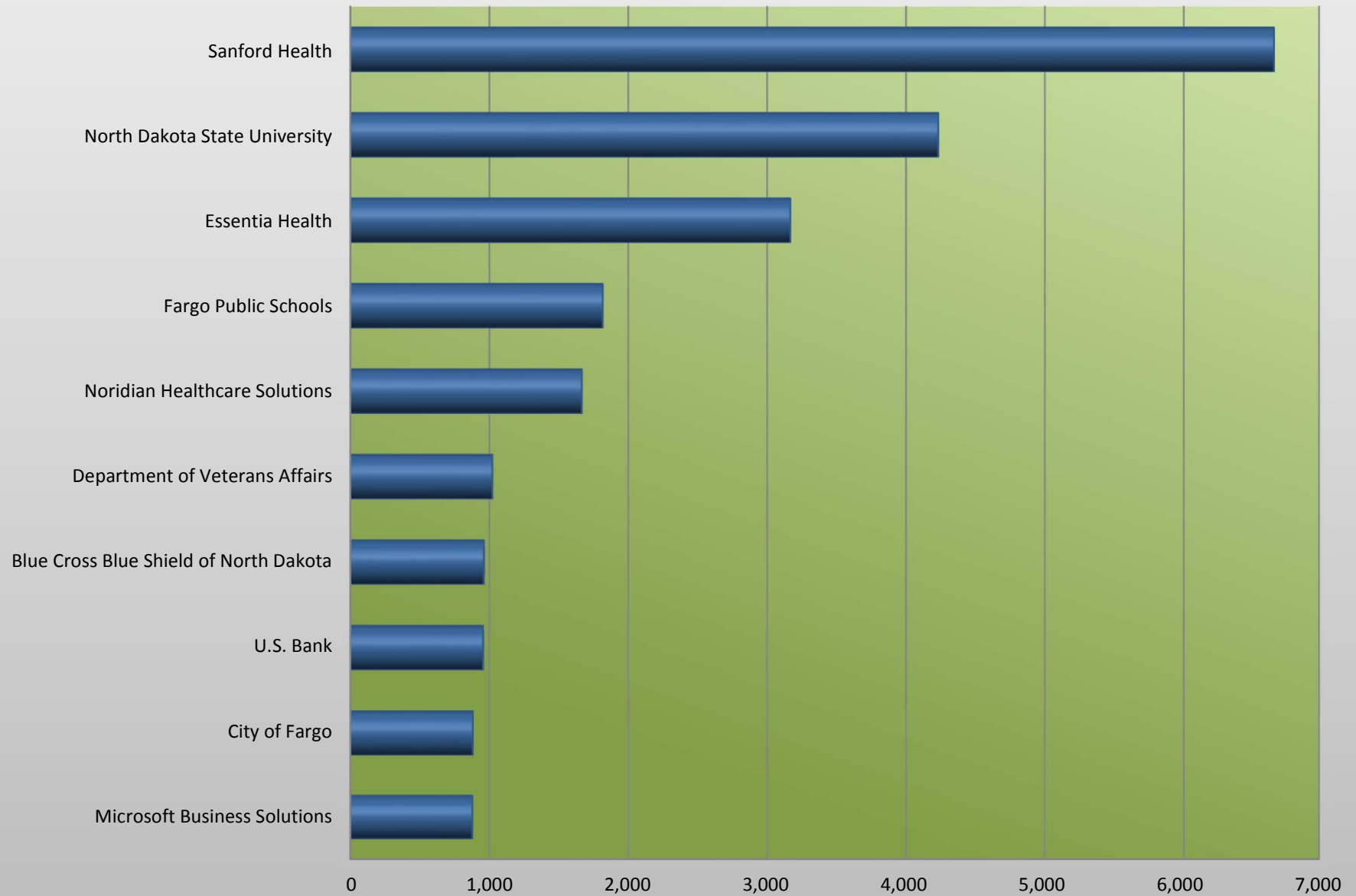
	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Bldg Permits	\$265	\$301	\$273	\$221	\$234	\$293	\$378	\$1,012	\$501	\$450



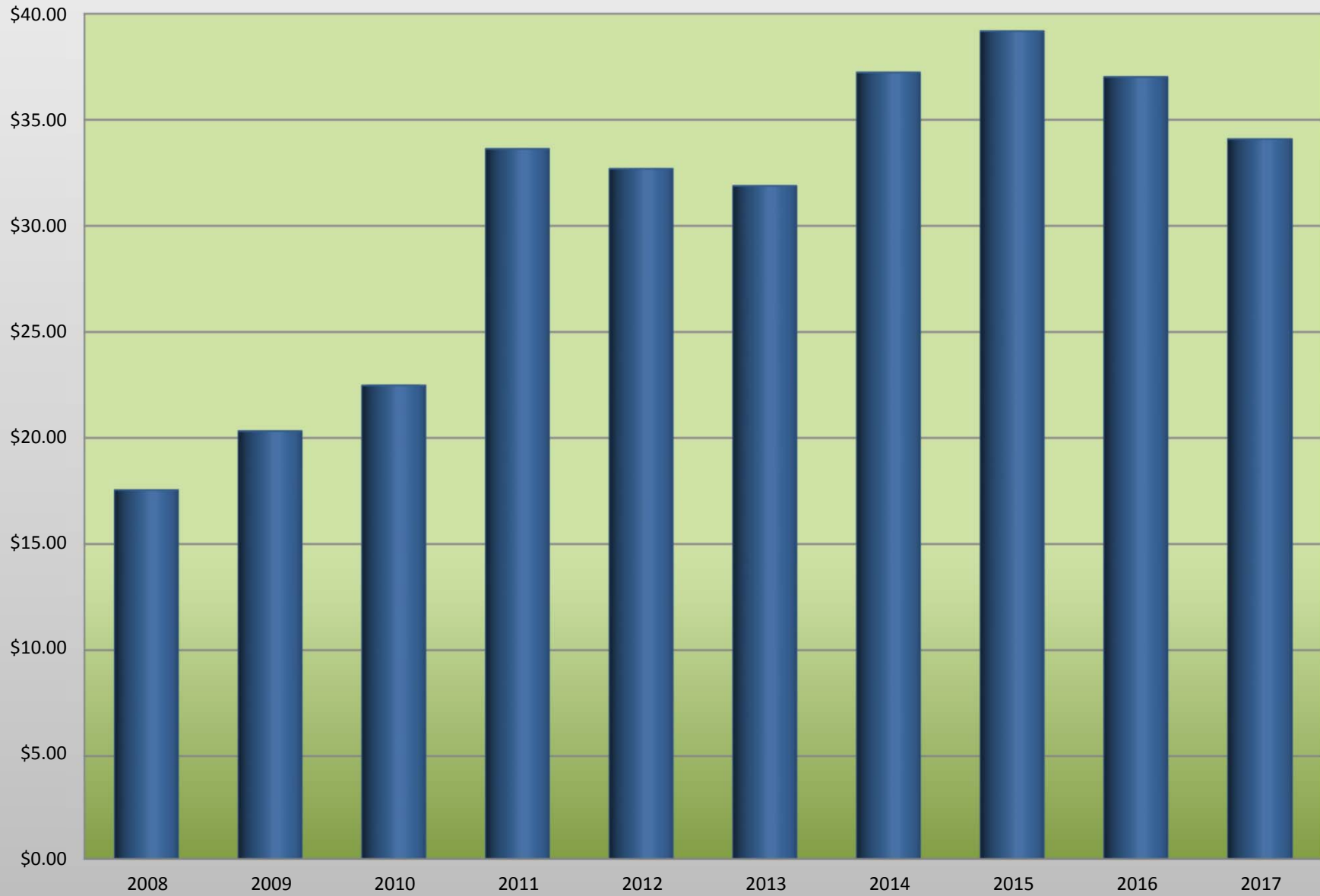
## City of Fargo - Property Market Value (Billions)



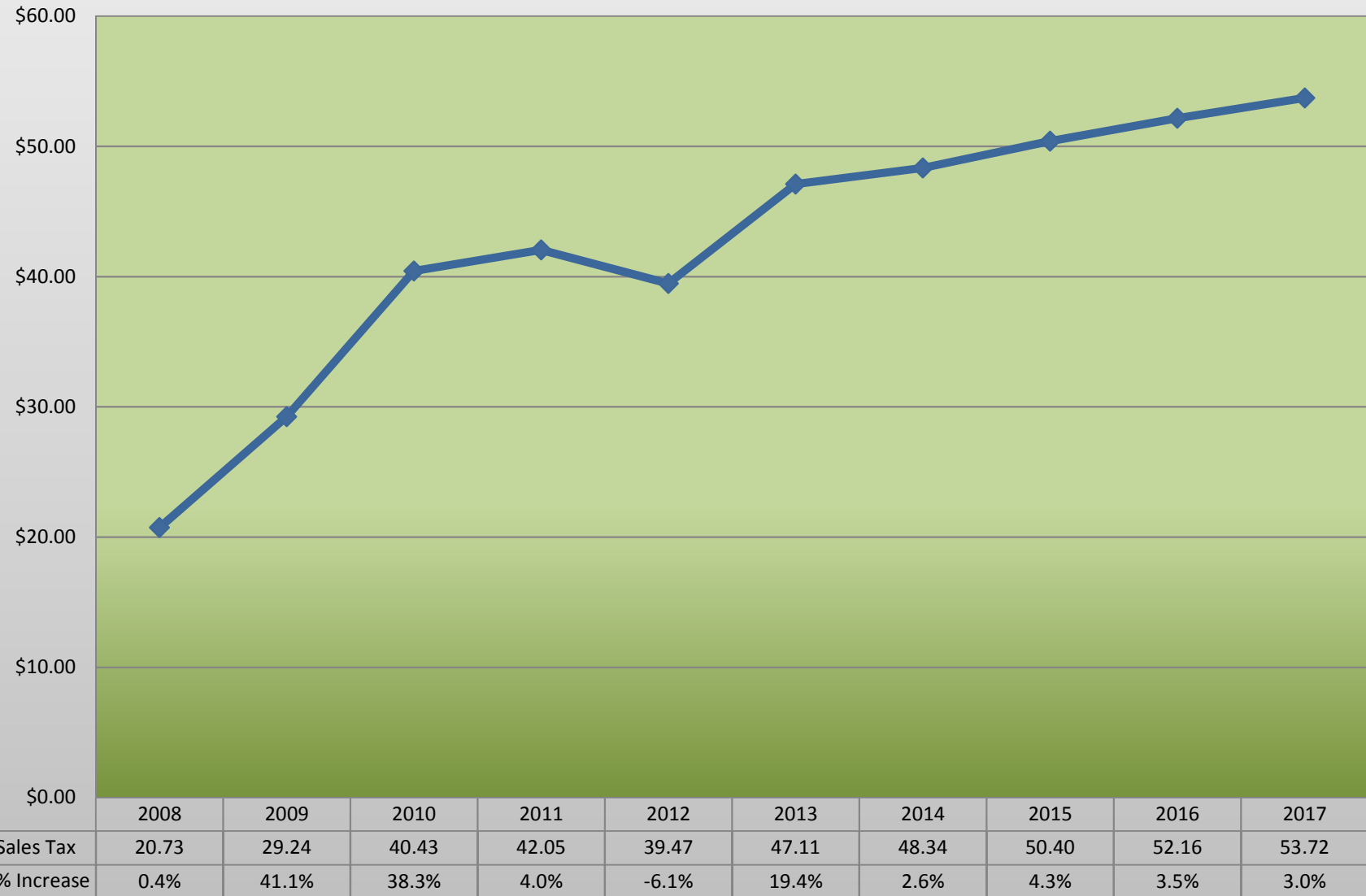
## City of Fargo - Major Employers (Number of Employees)



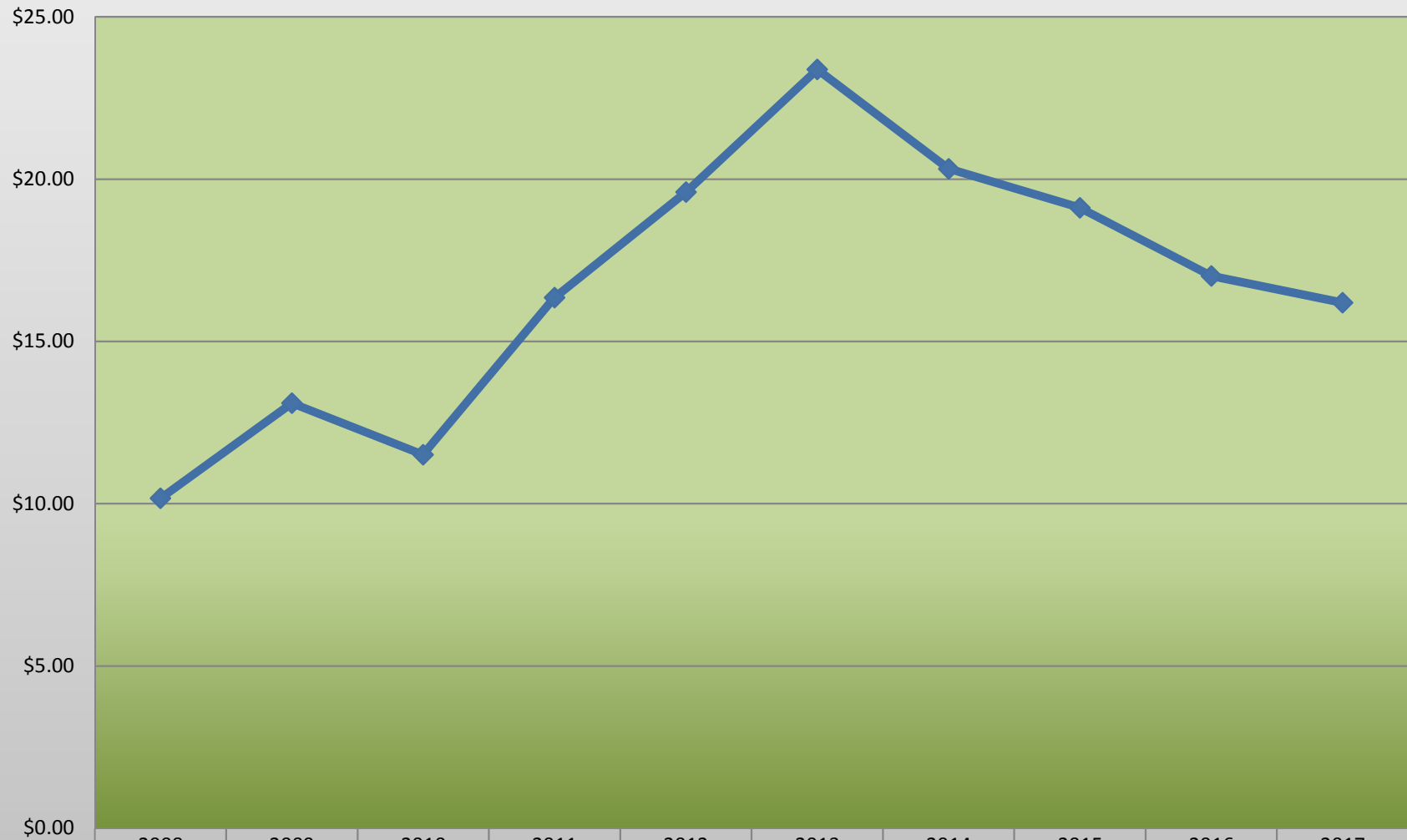
### City of Fargo - General Fund Balance Last Ten Years (Millions)



## City of Fargo - Sales Tax Revenue (Millions)



## General Fund - State Intergovernmental Revenue (Millions)



	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
State Revenue	10.17	13.10	11.51	16.35	19.60	23.38	20.32	19.11	17.02	16.19
% Increase	10.8%	28.8%	-12.1%	42.1%	19.9%	19.3%	-13.1%	-5.9%	-11.0%	-4.8%

**CITY OF FARGO, NORTH DAKOTA**  
**GENERAL FUND CAPITAL OUTLAY REQUESTED AND FUNDED**

DEPARTMENT	ACCOUNT NUMBER	DESCRIPTION OF REQUEST	AMOUNT REQUESTED	DIVISIONAL TOTALS	2017 APPROVED FUNDING
<b>GENERAL FUND</b>					
Human Resources	101-8550-510.77-18	Job application system	\$ 30,000		
	101-8550-510.77-18	Computer equipment	7,500	\$ 37,500	\$ 30,000
City Auditor	101-8550-510-77-01	External records searching laserfiche	25,000		
	101-8550-510-77-01	AS400 Computer replacement & redundant system	175,000	200,000	-
Buildings and Grounds	101-8550-510.77-04	Major Repairs	50,000	50,000	50,000
Transit	101-8550-510-77-05	Wireless vehicle download system	60,000		
	101-8550-510-77-05	Replace metro transit garage security camera system	70,000		
	101-8550-510-77-05	GTC interior/exterior upgrades	75,000		
	101-8550-510-77-05	Extra window at GTC for customer service	7,000		
	101-8550-510-77-05	1 Support vehicle	25,000		
	101-8550-510-77-05	West acres information center kiosk	5,000		
	101-8550-510-77-05	West acres hub construction	100,000		
	101-8550-510-77-05	GTC/Old Greyhound Payback	750,000	1,092,000	90,000
Transit Maintenance	101-8550-510-77-05	Building structural expansion joint caulking and sealin	20,000		
	101-8550-510-77-05	A/C recover, recycle, and recharge machine	7,500		
	101-8550-510-77-05	Pressure washer	7,000		
	101-8550-510-77-05	Additional faster license	6,000		
	101-8550-510-77-05	Pin press	2,500	43,000	28,000
Planning	101-8550-510-77-06	Lighting & Controls	91,870		
	101-8550-510-77-06	Sensors, controls, & use schedules	26,500		
	101-8550-510-77-06	HVAC	80,000	198,370	-
Inspections	101-8550-510-77-07	SUV for Commercial Inspector	22,300		
	101-8550-510-77-07	Car for proposed electrical inspector	19,000		
	101-8550-510-77-07	New inspection department software	175,000	216,300	41,300
Engineering	101-8550-510-77-09	Software	2,000		
	101-8550-510-77-09	Storage racking expansions - special assessments	2,000		
	101-8550-510-77-09	Aurigo - categorize masterworks	20,000		
	101-8550-510-77-09	Locator & balls	10,000		
	101-8550-510-77-09	Laptop stands for locators	600	34,600	34,000
Street Department	101-8550-510-77-10	Bergseth facility remodel, phase I	250,000		
	101-8550-510-77-10	Two anti-ice skid mount units	40,000		
	101-8550-510-77-10	lpads (4)	2,000	292,000	42,000
Central Garage	101-8550-510-77-11	Public works building remodel	250,000		
	101-8550-510-77-11	Diagnostic scanner	7,000		
	101-8550-510-77-11	2 additional vehicles to motor pool	42,000	299,000	173,000
Fire	101-8550-510-77-13	Addition of turnout gear room and workout room	225,000		
	101-8550-510-77-13	Concrete replacement at stations	15,000		
	101-8550-510-77-13	Ford Explorer for new position	30,000		
	101-8550-510-77-13	2 Commercial Gear Washers	20,000		
	101-8550-510-77-13	2 wildland Skid Units	22,050		
	101-8550-510-77-13	CO/CO2 Monitors ((EMS)	1,700		
	101-8550-510-77-13	Hazardous Materials Monitor Replacement	3,100	316,850	62,000
Police	101-8550-510-77-14	Two patrol cars	60,000		
	101-8550-510-77-14	Equipment associated with two patrol cars	60,000		
	101-8550-510-77-14	One plain car	25,000		
	101-8550-510-77-14	Patrol rifle replacement (1/3 inventory)	25,000		
	101-8550-510-77-14	Youth works for admin of attendant care	25,000		
	101-8550-510-77-14	K-9 purchase, training and kennel	16,000		
	101-8550-510-77-14	Rifle-Rate Kevlar helmets for squad cars	100,000	311,000	176,000
Health Department	101-8550-510-77-15	File cabinets	1,000		
	101-8550-510-77-15	Microscope	5,000	6,000	5,000
Library	101-8550-510-77-16	Community research driven strategic planning	65,000		
	101-8550-510-77-16	Replacement of three self-check stations	35,000	100,000	35,000
Municipal Court	101-8550-510-77-19	Computer monitors	225		
	101-8550-510-77-19	Laser receipt printers	480		
	101-8550-510-77-19	Standing work stations	1,200	1,905	2,000
Civic Center	101-8550-510-77-20	Site improvements	25,000	25,000	25,000
Street Rehabilitation	101-8550-510-77-22	Street maintenance project funding	4,000,000	4,000,000	-
Traffic Engineering	101-8550-510-77-25	Replacement program for traffic signal controllers	40,000		
	101-8550-510-77-25	Truck regulatory vehicle and outfitting	60,000		
	101-8550-510-77-25	Remodel interior of sign and signal shop into public s	624,000	724,000	40,000
Outdoor Warning Sirens	101-8550-510-77-27	1 New outdoor warning siren	43,000		
	101-8550-510-77-27	Replace 2 older outdoor warning sirens	44,000	87,000	65,000
IS	101-8552-510-76-22	Lifecycle - Computers/infrastructure/software	612,350		
	101-8552-510-76-22	New technology, services, and training	128,054		
	101-8552-510-76-22	GIS Upgrades	127,000	867,404	440,000
<b>TOTAL CAPITAL OUTLAY REQUESTS / FUNDING</b>			<b>\$ 8,901,929</b>	<b>\$ 8,901,929</b>	<b>\$ 1,338,300</b>

DEPARTMENT	ACCOUNT NUMBER	DESCRIPTION OF REQUEST	AMOUNT REQUESTED	DIVISIONAL TOTALS	2017 APPROVED FUNDING
<b>VEHICLE REPLACEMENTS</b>					
Street Department	101-8551-510-78-06	Track loader/cycle trade (2)	10,000		
	101-8551-510-78-06	Tool cat/cycle trade (2)	10,000		
	101-8551-510-78-06	Tool cat (2011)	46,000		
	101-8551-510-78-06	Truck (Tandem) (2)	364,000		
	101-8551-510-78-06	Street sweeper	250,000		
	101-8551-510-78-06	1-ton (dump) (2)	85,000		
	101-8551-510-78-06	Asphalt recycler	100,000		
	101-8551-510-78-06	Riding mower (2)	22,000		
	101-8551-510-78-06	Steamer	60,000	947,000	801,000
Central Garage	101-8551-510-78-07	Sedans (5)	90,000		
	101-8551-510-78-07	Engineering - SUV/Truck (5)	125,000		
	101-8551-510-78-07	Motor Pool - SUV/Truck (4)	100,000		
	101-8551-510-78-07	Surveyor - SUV/Truck	35,000	350,000	280,000
Fire	101-8551-510-78-08	Quint (3rd of 3yr lease)	295,000	295,000	295,000
Police	101-8551-510-78-09	Patrol vehicles (10)	296,000		
	101-8551-510-78-09	Large patrol vehicle	35,000	331,000	331,000
<b>TOTAL VEHICLE REPLACEMENTS</b>			<b>1,923,000</b>	<b>1,923,000</b>	<b>1,707,000</b>
<b>TOTAL GENERAL FUND</b>			<b>\$ 10,824,929</b>	<b>\$ 10,824,929</b>	<b>\$ 3,045,300</b>
<b>CAPITAL PROJECT FUNDS</b>					
<b>Transit Capital Grant Equipment</b>					
	404-2061-510.74-10	3 Replacement vehicles local share of grant	285,000		
	404-2061-510.74-10	1 Paratransit vehicle local share of grant	16,000		
	404-2061-510.74-10	2 Support vehicles local share of grant	11,000	312,000	312,000
<b>Total Transit Capital Grant Equipment</b>			<b>312,000</b>	<b>312,000</b>	<b>312,000</b>
<b>Water - SRF &amp; Sales Tax</b>	SRF Funded	Water plant expansion	35,914,368		
	SRF Funded	Existing WTP upgrades	1,500,000		
	SRF Funded	Sheyenne pump station	850,000	38,264,368	2,226,000
	Sales Tax funded	Soda ash feeders	200,000		
	Sales Tax funded	Sludge truck	150,000		
	Sales Tax funded	Filter testing skid	70,000		
	Sales Tax funded	Safety/access project	72,200		
	Sales Tax funded	Fire rated door project	50,700		
	Sales Tax funded	Chemical feed pump replacement	40,000		
	Sales Tax funded	Sump pumps (boiler room)	17,000		
	Sales Tax funded	Water tower recondition	2,750,000		
	Sales Tax funded	Existing WTP upgrades	1,200,000		
	Sales Tax funded	RRVWSP Conceptual design	850,000		
	Sales Tax funded	Water distribution GIS	97,000		
	Sales Tax funded	Planning/master plan update	120,000	5,616,900	5,616,900
<b>Water Sales Tax Fund</b>			<b>43,881,268</b>	<b>43,881,268</b>	<b>7,842,900</b>
<b>WW - SRF &amp; Sales Tax</b>	SRF Funded	Phase 1A WWTF Improvements	4,043,400		
	SRF Funded	Phase II PER/Design & Regulatory	500,000	4,543,400	5,270,155
	Sales Tax Funded	Wastewater Facilities R & R	170,000		
	Sales Tax Funded	South Gravity Sewer (60th Ave. S. to 64th Ave. S.)	622,250		
	Sales Tax Funded	South Gravity Sewer (45th St. to I-29)	487,000		
	Sales Tax Funded	Effluent Force Main Improvements - Phase 2	450,000		
	Sales Tax Funded	Broadway Force Main Improvements	1,980,000		
	Sales Tax Funded	Lift Station #1 and #2 Improvements	460,360		
	Sales Tax Funded	Lift Stations R & R	377,000		
	Sales Tax Funded	WWTP Expansion - Phase II Facility Plan	270,000		
	Sales Tax Funded	Sewer Cleaning and Televising	135,000		
	Sales Tax Funded	Wastewater System GIS	89,000		
	Sales Tax Funded	Future Lift Stations & FM	250,000	5,290,610	5,290,610
<b>Wastewater Sales Tax Fund</b>			<b>9,834,010</b>	<b>9,834,010</b>	<b>10,560,765</b>
<b>CAPITAL PROJECT FUNDS</b>			<b>\$ 54,027,278</b>	<b>\$ 54,027,278</b>	<b>\$ 18,715,665</b>

DEPARTMENT	ACCOUNT NUMBER	DESCRIPTION OF REQUEST	AMOUNT REQUESTED	DIVISIONAL TOTALS	2017 APPROVED FUNDING
<b>PROPRIETARY FUNDS</b>					
<b>WATER</b>					
Water Treatment Plant	501-3051-441-74-10	Laboratory pure water system	\$ 8,000		
	501-3051-441-74-10	ATP test equipment	6,000		
	501-3051-441-74-10	SCADA VPN	2,500		
	501-3051-441-74-10	Control room chairs	4,200		
	501-3051-441-74-10	Fork lift (MWTP Chemical area)	45,000		
	501-3051-441-74-10	Sampling vehicle (small SUV)	18,000		
	501-3051-441-74-10	Snow plow	6,300		
	501-3051-441-74-10	Plow truck	25,000		
	501-3051-441-74-10	Floor cleaner - walk behind	3,500		
	501-3051-441-74-10	Fulton boiler pump	5,000		
	501-3051-441-74-10	Filter press rehabilitation	29,200		
	501-3051-441-74-10	Sludge belts (4)	13,000		
	501-3051-441-74-10	Oil-in-water analyzer	20,000		
	501-3051-441-74-10	UV-254 Analyzer	8,000		
	501-3051-441-74-10	Radar level sensors for water tower	25,000		
	501-3051-441-74-10	GSR Trees	10,000	\$ 228,700	\$ 228,700
Water Mains/Hydrants	501-3052-441-74-10	Rubber tire backhoe	100,000		
	501-3052-441-74-10	Wheeled skid steer	30,000		
	501-3052-441-74-10	Curb rolling machine	4,500		
	501-3052-441-74-10	Concrete roller stamps	3,000		
	501-3052-441-74-11	Laptop PC's for vehicles (2)	4,000		
	501-3052-441-74-20	Half ton pickup	29,000		
	501-3052-441-74-30	Furniture replacement for M&H's office personnel	5,500		
	501-3054-441-90-40	Water main replacement	2,800,000		
	501-3054-441-90-40	Distribution system extension	157,000	\$ 3,133,000	3,133,000
Water Meters	501-3053-441-74-10	Meter replacement	160,000		
	501-3053-441-74-10	3" and 4" Meters	15,000		
	501-3053-441-74-10	No-lead materials	5,000	180,000	180,000
<b>Total Water</b>			<b>3,541,700</b>	<b>3,541,700</b>	<b>3,541,700</b>
<b>WASTEWATER</b>					
	521-3061-442-73-63	Sewer main replacement	600,000		
	521-3061-442-73-63	Wastewater service to West Fargo	1,000,000		
	521-3061-442-74-10	Future lift stations & force mains	120,000		
	521-3061-442-74-10	Roll off box	11,000		
	521-3061-442-74-10	Lift stations repairs	35,000		
	521-3061-442-74-10	Lift station pump rehab	25,000		
	521-3061-442-74-10	Street department vacor lease payment	80,000	1,871,000	1,871,000
<b>Total Wastewater</b>			<b>1,871,000</b>	<b>1,871,000</b>	<b>1,871,000</b>
<b>STORM SEWER</b>					
	524-3064-443-74-50	SCADA Systems on lift stations	30,000		
	524-3064-443-74-50	Variable frequency drive retrofits for lift stations	40,000	70,000	70,000
<b>Total Storm Sewer</b>			<b>70,000</b>	<b>70,000</b>	<b>70,000</b>
<b>SOLID WASTE</b>					
Solid Waste- Admin	531-3071-431-74-30	Office equipment	4,000		
	531-3071-431-74-30	Office chairs	2,000		
	531-3071-431-72-20	Building improvements	50,000	56,000	56,000
Solid Waste-Residential	531-3072-432-44-20	2017 Automated Truck Leased Unit	221,830		
	531-3072-432-74-10	Residential carts	75,000	296,830	296,830
Solid Waste-Commercial	531-3073-432-44-20	2017 Rear Load Truck Leased Unit	158,000		
	531-3073-432-74-10	Commercial containers	40,000	198,000	198,000
Solid Waste-Landfill	531-3074-433-74-10	Skid Steer	5,000		
	531-3074-433-73-10	New cell construction - WLF	1,100,000		
	531-3074-433-73-10	Cell closure	250,000		
	531-3074-433-73-10	Waste excavation	1,100,000		
	531-3074-433-73-10	Placement of reclaimed waste	300,000		
	531-3074-433-73-10	Expand gas system landfill	300,000	3,055,000	3,055,000
Solid Waste - Roll Off	531-3075-432-74-10	Roll off containers	30,000	30,000	30,000
Solid Waste - Recycling	531-3076-432-44-20	Automated Side Load Truck Leased Units (2)	443,660		
	531-3076-432-73-10	Recycling drop site relocation	50,000		
	531-3076-432-74-10	Rear load containers	55,000		
	531-3076-432-74-10	Comingled recycling program carts (25,000)	1,125,000	1,673,660	1,673,660
Solid Waste - Hazardous Waste	531-3079-433-72-20	Building remodel	5,000	5,000	5,000
<b>Total Solid Waste</b>			<b>5,314,490</b>	<b>5,314,490</b>	<b>5,314,490</b>
<b>FORESTRY</b>					
	541-3081-440-74-20	One ton flatbed truck	50,000		
	541-3081-440-74-20	2000 Brush Bandit chipper	60,000	110,000	110,000
<b>Total Forestry</b>			<b>110,000</b>	<b>110,000</b>	<b>110,000</b>



				2017
DEPARTMENT	ACCOUNT NUMBER	DESCRIPTION OF REQUEST	AMOUNT REQUESTED	DIVISIONAL TOTALS
FARGODOME Building	570-7003-461.74-10	Parking lot & misc. concrete repair	15,000	
	570-7003-461.74-10	Suite furnishings re-model	270,000	
	570-7003-461.74-10	Handicap access corners	100,000	
	570-7003-461.74-10	Chiller overhaul/Eddy current testing	35,000	
	570-7003-461.74-10	Sound system & ticket office switches	35,000	
	570-7003-461.74-10	Building pickup & other outdoor vehicle	20,000	
	570-7003-461.74-10	Custodial equipment	20,000	
	570-7003-461.74-10	Equipment - food service	25,000	
	570-7003-461.74-10	Walk through metal detectors	175,000	
	570-7003-461.74-10	Spotlights	60,000	
	570-7003-461.74-10	F&B Point of sale system platform upgrade	200,000	
	570-7003-461.74-10	2016 Video Technology Upgrade	250,000	
	570-7003-461.74-10	Unallocated capital	35,000	
	570-7003-391.50-00	Capital payments #5 on turf/parking projects	1,208,368	2,448,368
Total Fargodome			2,448,368	2,448,368
Total Proprietary Fund Capital Requests			\$ 13,355,558	\$ 13,355,558
TOTAL CAPITAL OUTLAY REQUESTS			\$ 78,207,765	\$ 78,207,765
				\$ 35,116,523

**CITY OF FARGO, NORTH DAKOTA**  
**DEPARTMENTAL PERSONNEL REQUESTS FOR 2017**

Department	Div. No.	ADDITIONAL PERSONNEL REQUESTS / DESCRIPTION	FTE's	GRADE	Amount	Grant Funding Percent	Estimated Grant Proceeds	APPROVED FUNDING	
<b>GENERAL FUND</b>									
HR	101-0515	Benefit and Leave Coordinator	1.00	14-1	81,667			-	
	101-0515	Human Resource Assistant	0.50	7-1	26,464			0.50	26,464
Public Information	101-0525	Communications Internship			18,839				18,839
IS	101-0520	GIS Analyst	1.00	13-1	76,547				-
Auditors	101-1010	Capital Financing Manager	1.00	17-1	99,635				-
Planning	101-2010	Assistant Planner	1.00	12-1	71,861	10% Parking 20% CDBG	21,558	1.00	50,303
	101-2010	Cultural Planner	(0.50)	14-11	(47,650)			(0.50)	(47,650)
Inspectors	101-2040	Electrical Inspector I	1.00	12-1	71,861			1.00	71,861
	101-2040	PT Temporary Seasonal			8,612				8,612
Transit	101-2061	Public Information Specialist	1.00	12-1	71,861				-
	101-2061	Eliminate Intern Position			(14,531)				-
	101-2069	Transit Fleet & Facilities Manager	1.00	15-1	87,197	80% Federal 4% Moorhead	73,245	1.00	87,197
	101-2069	Transit Maintenance Attendant II Bus Cleaner	1.00	8-1	56,140	80% Federal 4% Moorhead	47,158	1.00	56,140
Engineering	101-3015	Special Assessments Manager	1.00	15-1	87,197			1.00	87,197
	101-3015	Special Assessment Tech I	(1.00)	9-11	(63,159)			(1.00)	(63,159)
Fire	101-4010	Fire and Line Safety Educator/Data Analyst	1.00	14-1	81,512				-
	101-4010	Firefighters	3.00	X11-1	202,117				-
Police	101-5010	Crimes Against Children Sergeant	1.00	15-4	93,754			1.00	93,754
	101-5010	Police Officers	4.00	12-1	286,914			4.00	286,914
	101-5010	Public Information Officer	1.00	12-1	71,728				-
	101-5010	Street Crimes Unit Sergeant (promotion of police officer at 12-7)		15-1	4,675				4,675
	101-5010	Additional step 12 to Police pay		12-12	65,520				65,520
	101-5010	Additional step 13 to Police pay		12-13	65,000				65,000
Public Health	101-6011	Shelter/Detox Advocate	0.60	5-1	27,031			0.60	27,031
	101-6020	Public Health Nurse	1.00	13-1	76,547	99%	75,782	1.00	-
	101-6020	Increase .6 FTE of Public Health Nurse to 1.0 FTE	0.40	13-6	29,435			0.40	29,435
	101-6090	WIC Nutritionist I	1.00	10-1	63,361	90%	57,025	1.00	-
Library	101-7010	Library Associate I Tech Services	1.00	4-1	44,619			1.00	44,619
	101-7010	Library Outreach Associate	1.00	4-1	44,619				-
	101-7010	PT Seasonal No Benefits			8,135				8,135
Commission	101-8001	Increase Mayor's Salary			19,739				19,739
PEC Approvals	Various	PEC Reclassifications and Market/Equity Requests			1,166,561				186,395
<b>TOTAL GENERAL FUND</b>			<b>23.00</b>		<b>2,983,808</b>		<b>274,768</b>	<b>13.00</b>	<b>1,127,021</b>
<b>ENTERPRISE FUNDS</b>									
Wastewater	521-3061	Phased Reorganization			22,607				-
	521-3061	Overtime			16,148				-
Water Treatment	501-3051	Operator reorganization (July 2017 - December 2017)			43,060				-
	501-3051	Engineering Intern			3,230				-
	501-3051	Reclass Contract Maintenance Attendant II to FT Maintenance Attendant II			-				-
	501-3051	Operator II	1.00	09-1	59,642			1.00	59,642
	501-3053	Full Time Overtime			1,615				-
	501-3059	Reclass Contract Water Meter Reader I to a FT Water Meter Reader			-				-
Fargodome	Various	PEC Reclassifications and Market/Equity Requests							18,034
<b>TOTAL ENTERPRISE FUNDS</b>			<b>1.00</b>		<b>146,302</b>		<b>-</b>	<b>1.00</b>	<b>77,676</b>
<b>Total Staffing Budget Request</b>			<b>24.00</b>		<b>3,130,110</b>	<b>-</b>	<b>274,768</b>	<b>14.00</b>	<b>1,204,697</b>

**CITY OF FARGO, NORTH DAKOTA**  
**GENERAL FUND DEPARTMENTAL OPERATING AND TRANSFER REQUESTS FOR 2017**

Note: Only requests over \$15,000 are noted below

DEPARTMENT	ACCOUNT NUMBER	DESCRIPTION OF REQUEST	INCREASE (DECREASE) REQUESTED	DIVISIONAL TOTALS	2017 APPROVED FUNDING
<b>GENERAL FUND</b>					
City Administrator	101-0510-403.38-68	Lobbyist expense	\$ 35,000	\$ 35,000	\$ 35,000
Human Resources	101-0515-405.33-50	Medical consulting services for Employee Health Program	51,240		
	101-0515-405.38-99	Regional market study and employee engagement study	14,750	65,990	15,000
IS	101-0520-409.43-50	Maintenance service contracts	100,000	100,000	100,000
City Attorney	101-0530-430.33-25	Legal Services	17,000		
	101-0530-403.85-01	Claim Payments	20,000	37,000	37,000
City Prosecutor	101-0531-403.33-25	Contracted Prosecution Services	20,000	20,000	20,000
Baseball Stadium	101-1003-464.43-10	Building repairs	24,100	24,100	24,000
Municipal Court	101-1025-402.34-36	Credit card processing fees	20,000		
	101-1025-402.44-10	Land and building rents	(30,000)	(10,000)	(10,000)
Incarceration	101-1026-413.38-52	Prisoner care - centre inc.	50,000	50,000	50,000
General Support	101-1040-505.38-99	Economic Development Grant	25,000		
	101-1040-505.25-00	Workers Compensation	87,000	112,000	112,000
Buildings and Grounds	101-1050-409.42-05	Cleaning services contract	(200,000)		
	101-1050-409.62-51	Electricity	22,500	(177,500)	(177,500)
Planning	101-2010-409.33-15	Downtown Contract Planning Services	100,000		
	101-2010-409.33-97	Parking enforcement	110,240	210,240	210,000
Transit	101-2061-491.33-86	Bus driving services contract increases	97,234		
	101-2061-491.33-86	New route to Sanford starting fall of 2017	134,604		
	101-2061-491.33-86	Fixed route Sunday service	558,000		
	101-2061-491.33-86	Late night service Thursday to Saturday	193,000		
	101-2061-491.33-86	Route 15 thirty minute service on Saturday	38,994		
	101-2069-491.43-30	Outside mechanic service	45,000	1,066,832	232,000
Traffic Engineering	101-3020-415.33-10	Architectural services	25,000		
	101-3020-415.33-44	Metro COG Local Match	29,560	54,560	30,000
Street Department	101-3025-423.44-10	Land and building rent on public works building (Bergseth)	115,000	115,000	115,000
Central Garage	101-3030-409.43-30	Outside mechanic repairs	16,800	16,800	15,000
Police	101-5010-411.38-17	Physicals	49,000		
	101-5010-411.38-99	Other services	26,000		
	101-5010-411.53-60	Communications - State Radio Terminals	(16,800)		
	101-5010-411.44-30	Building Lease	250,000		
	101-5035-411.44-20	Equipment and Vehicle Rent	20,000		
	101-5035-411.61-40	General Supplies	43,000	371,200	371,200
Health Department	101-6010-451.38-99	Other Services - Opioid Crisis	50,000		
	101-6020-451.61-21	Pharmacy/Drugs	30,000		
	101-6035-451.38-11	Contract services	(16,000)	64,000	34,000
Library	101-7010-463.61-70	Books & Periodicals - Increase based on strategic plan goals	43,000		
	101-7012-463.38-61	Cessation of security services	(20,500)	22,500	22,500
City Commission	101-8001-403.68-10	Miscellaneous	15,000	15,000	15,000
Civic Center	101-8005-461.63-10	Beverages	15,400	15,400	15,400
Social Services & Arts	101-8540-464.38-99	Public arts and culture activities (Arts Partnership)	41,160	41,160	41,160
Transfer to Other Funds	101-9001-555.90-40	Transfer to Transit Capital Equipment Fund for Local Share of Grants	287,670		
	101-9001-555.90-40	Transfer to Fargo Project Capital Project Fund	150,000	437,670	437,670
<b>TOTAL GENERAL FUND OPERATING REQUESTS</b>			<b>\$ 2,686,952</b>	<b>\$ 2,686,952</b>	<b>\$ 1,744,430</b>